

Regulation

of 6 March 2023

for obtaining the Certificate of Advanced Studies (CAS) “Federalism, Decentralisation and Local Governance”

NOTE: *This English version is, in accordance with art. 14 para. 2 of this Regulation, a translation of the French and German versions of the current Regulation. Only those French and German versions are binding.*

The Faculty Council of the Faculty of Law of the University of Fribourg

In accordance with art. 4, art. 77 and art. 88 para. 1, i of the Statutes of the University of Fribourg of 4 November 2016;

In accordance with art. 1 para. 2 and art. 8 para. 1 no. 9 of the Statutes of the Law Faculty of the University of Fribourg of 20 June 2001;

In accordance with art. 2 para. 1 and art. 3 para. 4 of the Statutes of the Institute of Federalism of 9 December 2019;

hereby decides:

Art. 1 Object

¹ The Institute of Federalism of the University of Fribourg (hereinafter “the Institute”) offers a Certificate of Advanced Studies (CAS) in the field of federalism, decentralisation and local governance. The English-language programme has the title CAS “Federalism, Decentralisation and Local Governance” (hereinafter: “CAS programme”).

² Participants acquire the following competences:

- to know and understand the concepts of federalism, decentralisation and local governance;
- to deepen comparative knowledge of processes of federalisation and decentralisation, vertical and horizontal separation of powers and federal cooperation;
- to be able to transfer acquired knowledge into practice.

³ On successful completion of the course, in accordance with art. 11 of this Regulation, the CAS “Federalism, Decentralisation and Local Governance” is awarded by the Faculty of Law of the University of Fribourg.

Art. 2 Organisation

The Board of Directors of the Institute is responsible for the organisation of the CAS programme in accordance with art. 9 of the Statutes of the Institute of Federalism of 9 December 2019.

Art. 3 Study Board

¹ The Study Board consists of:

- a professor from the Institute Directorate who heads the Institute’s International Center; he or she presides over the Study Board;

– the other members of the Institute's Board of Directors.

² The Study Board is supported by the academic head as well as an scientific collaborator of the International Center of the Institute in an advisory capacity.

³ The Study Boards is responsible, in particular, for the following tasks:

- to develop the study programme;
- to decide on the strategic direction and further development of the curriculum;
- to decide on the implementation of the programme;
- to determine the number of participants in the programme;
- to evaluate the performance records and award the ECTS credits;
- to assign or approve the subjects of the final paper and to organise its evaluation in accordance with art. 10 para. 1;
- to decide who has passed and, if applicable, who is excluded;
- to ensure the quality of the programme.

Art. 4 Admission

¹ Persons may apply for admission who

- have a university degree (licentiate, master, bachelor) or an equivalent degree;
- have at least two years of professional experience; and
- carry out or have carried out a professional activity related to federalism, decentralisation and local governance, which allows them to elaborate a project corresponding to the objectives of the CAS programme.

² The Study Board decides on application of persons only partially fulfilling the admission criteria.

³ Admission is based on submission of the application form and required documents.

⁴ Meeting the admission requirements does not guarantee admission to the programme.

⁵ In all cases, the Study Board makes the decision on admission. Its decision is final.

Art. 5 Registration and costs

¹ Details of how to register for the programme are provided with the course announcement.

² The course fee is set by the Study Board and is notified with the course announcement. The course fee ranges from CHF 7,500 to 10,000.

³ The tuition fee must be paid before the course begins. Upon reasoned request, the payment can be spread over twelve months. In this case, half of the registration fee is due before the start of the course.

Art. 6 Implementation

If the number of applicants that meet the admission requirements is insufficient, the Study Board reserves the right to cancel or postpone the programme.

Art. 7 Course programme

¹ The CAS consists of 11 to 16 course days (seminar), a thesis paper, as well as a final paper and its presentation. It comprises of 10 ECTS credits, distributed as follows:

- seminar (6 ECTS credits)
- thesis paper (1 ECTS credit)
- final paper (2 ECTS credits)
- presentation of final paper (1 ECTS credit)

² 1 ECTS credit corresponds to a workload of 25-30 hours, which the participants must use to achieve the learning objectives.

³ The total workload of the programme is around 300 hours, including approx. 130 hours of classroom teaching, approx. 30 hours for the thesis paper, approx. 90 hours for the final paper with presentation, and approx. 50 hours of personal preparation and work to achieve the learning objectives.

⁴ The regular duration of study for this programme is six months.

Art. 8 Language of teaching

The language used in class and for all written work is English.

Art. 9 Final paper

¹ The Study Board determines the scope and criteria for evaluating the final paper. It will inform the participants hereof before the start of the CAS programme.

² The Study Board proposes or approves topics for the final paper, which are in principle linked to the practical work carried out during the programme and to the participants' professional fields.

³ For the supervision of each final paper, a reference person is designated by the Study Board.

⁴ The subject of the final paper must be approved by the Study Board. The modalities and deadlines are communicated with the course announcement.

Art. 10 Evaluation of the final paper

¹ The Study Board evaluates the final paper.

² If the final paper is rejected, it can be reworked and resubmitted once within three months of notification. In the event of a second rejection, only a certificate of participation for the individual modules with indication of the ECTS credits will be issued.

Art. 11 Award of the Certificate of Advanced Studies

¹ To obtain the certificate, the following conditions must be met:

- attendance for at least 80% of the course time;
- active participation in the courses;
- acceptance of the thesis paper, as well as acceptance of the final paper and its presentation by the Study Board;
- irreproachable behaviour, for instance, no plagiarism in the writing of the thesis paper or the final paper.

² The certificate is signed by the Dean of the Faculty of Law, the head of the Study Board and a member of the Programme Board.

³ Those who only attend the seminar will receive a confirmation of participation with mention of the ECTS credits earned.

Art. 12 Discontinuation, failure, interruption or exclusion from the programme

¹ If no performance is carried out or if evidence of performance is not accepted, only a certificate of participation will be issued, without mention of ECTS credits. In this case, the participant cannot submit a final paper. The total amount of the course fee remains due.

² The same principles apply if the registered person does not start the course, interrupts it or is excluded from it.

Art. 13 Legal remedies

¹ Legal remedies against decisions taken under this Regulation are governed by art. 120 and following of the Statutes of the University of Fribourg of 4 November 2016.

² Art. 33 and following of the Statutes of 20 June 2001 of the Faculty of Law of the University of Fribourg and, mutatis mutandis, art. 43a para. 2 to 8 of the Regulations of 28 June 2006 on the Study of Law (RRS) are applicable to the appeal procedure.

³ The procedures set out by Regulations of 26 April 2017 on the internal appeals commission of the University of Fribourg shall apply to those decisions that cannot be appealed.

Art. 14 Translation

¹ The Institute shall provide an English translation of this Regulation and shall ensure that this translation is publicly available.

² The English version will be a translation of the French and German original versions of this Regulation. Only the French and German versions are binding.

Art. 15 Final provisions

The Regulation shall enter into force upon approval by the Rectorate of the University of Fribourg.

Adopted by the Faculty Council on 6 March 2023.

Approved by the Rectorate on 3 April 2023.