REGULATION

of 30 May 2022

for the award of Bachelor of Science and Master of Science degrees

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The Faculty council of the Faculty of Science and Medicine

In accordance with Article 43, paragraph 3bis of the Law of 19 November 1997 on the University;

In accordance with Articles 88, paragraph 1, letter a, 100, paragraph 1, letter a, 101 and 119 et seq. of the Statutes of the University of Fribourg dated 4 November 2016;

In accordance with Articles 8, letter b, and 53 of the Statutes of 25 September 2017 of the Faculty of Science and Medicine of the University of Fribourg;

Decides :

I. GENERAL PROVISIONS

Art. 1 Principles

[1] The Faculty of Science and Medicine (hereinafter referred to as the Faculty) of the University of Fribourg (hereinafter referred to as the University) develops study programmes in its specific fields leading to the award of a Bachelor of Science or Master of Science degree.

[2] Bachelor's degree programmes are bilingual (French and German). The study plans specify the specific details.

[3] Master's programmes are generally taught in English. The study plans specify the specific details.

Art. 2 Objectives

[1] This regulation defines the general structure of studies leading to the academic degrees of Bachelor and Master conferred by the Faculty and specifies the requirements to be met in order to obtain these degrees.

[2] The provisions of this regulation apply to all students who are enrolled in a study programme at the Faculty or who are taking a teaching unit at the Faculty.

[3] Special regulations apply to degrees awarded in collaboration with other partner institutions, particularly within the BeNeFri network.

Art. 3 Definitions

[1] For the purposes of this regulation, the following terms shall have the following meanings:

a) *Degree programme* refers to the academic path leading to the award of an academic degree (Bachelor's or Master's, within the framework of this regulation);

b) *Study programme* refers to a part of a field of study corresponding to a fixed number of ECTS (European Credit Transfer System, hereinafter ECTS) credits.

[2] This regulation defines the types of study programmes included in the degree programmes:

a) *Major:* the subject area in which the students choose
   - At Bachelor's level a programme of 120, 150 or 180 ECTS credits
   - At Master's level a programme of 90 or 120 ECTS credits

b) *Minor:* subject in which students choose a study programme worth 30 or 60 ECTS credits at Bachelor's or Master's level.

c) *Minor +30:* subject in which, at Master's level, students choose a study programme worth 30 ECTS credits, with the aim of obtaining the Teaching Diploma for Upper Secondary Schools (DEEM).

d) *Pre-Master (Preliminary to the Master):* study programme that allows students to acquire the skills required for admission to Master's studies that were not acquired during their Bachelor's studies.

e) *Supplementary course programme (Complement to the Master):* study programme that allows students to acquire skills not acquired during their Bachelor's degree that are required for the award of the Master's degree.

[3] *Teaching unit* (UE): the smallest unit of the study plan for which ECTS credits are awarded. There are several types of teaching units: lectures, exercises, seminars, colloquiums, practical work and activities, internships, field trips, etc..

[4] *Validation package*: a grouping of several UEs that are assessed separately.

[5] *Transcript of records*: an intermediate or final document detailing the ECTS credits and results obtained per teaching unit.

[6] *Final certificate*: a final document certifying the successful completion of a degree.

Art. 4 Academic degrees

[1] The Faculty awards, based on this regulation, Bachelor of Science degrees (hereinafter referred to as Bachelor) in:

- Mathematics
- Computer Science
- Physics
- Chemistry
- Earth Sciences
- Geography
- Biology
- Biochemistry
- Biomedical sciences
- Sport sciences and motor control

[2] The Faculty awards, based on this regulation, Master of Science (hereinafter referred to as Master) degrees in:

- Mathematics
- Computer Science
- Physics
- Chemistry
- Earth Sciences
- Geography
- Environmental biology
- Molecular life and health sciences
- Bioinformatics and computational biology
- Sport sciences
- Environmental sciences and humanities

[3] The Faculty awards, on the basis of this regulation, the Specialised Master of Science (hereinafter referred to as Specialised Master) degrees in:

- Experimental biomedical research
- Nature, society and politics
- Dynamics in glaciology and geomorphology
- Digital neuroscience

Art. 5 Structure of Bachelor studies

[1] The Bachelor's degree certifies the acquisition of basic scientific training in one of the disciplines mentioned in Article 4, paragraph 1. It is awarded to students who have acquired at least 180 ECTS credits (corresponding to six semesters of full-time study).

[2] The Bachelor's studies consist of a major and, depending on the degree programme, one or two minors, totalling 180 ECTS credits.

[3] In principle, at least 30 ECTS credits from a minor must be earned in a subject other than the major. Some study plans may provide for exceptions.

[4] The Teaching course administrator decides whether a subject taught at the University of Fribourg, at another Swiss university or at a federal polytechnic school can be chosen as a minor, provided that the other institution agrees.

[5] ECTS credits earned outside the higher education institutions listed in paragraph 4 must be recognised by the Faculty Council.

Art. 6 Structure of Master studies

[1] The Master's degree certifies the acquisition of in-depth scientific training in one of the disciplines mentioned in Art. 4, paragraph 2. It is awarded to students who have acquired at least 90 or 120 ECTS credits at Master's level (corresponding to 3 or 4 semesters of full-time study).

[2] At least 60 ECTS credits must be earned in one of the disciplines specified in Art. 4, paragraph 2 or 3 in order to obtain a Master's degree in that discipline. At least 30 ECTS credits of those must be for the Master’s thesis.

[3] At most one third of ECTS credits may be earned in another discipline, or in another faculty or higher education institution.

II ADMISSION CRITERIA

Art. 7 Admission to Bachelor's studies

[1] Admission to bachelor's studies is governed by the applicable regulations concerning admission to the University.

[2] Bachelor's studies generally begin in the autumn semester. In the case of partial recognition of prior studies, they may begin in the spring semester.

Art. 8 Admission to Master's studies

[1] Admission to Master's studies in one of the disciplines mentioned in Art. 4, paragraph 2 requires a Bachelor of Science degree from the University in the corresponding discipline or a qualification deemed equivalent by the Faculty.

[2] The admission of candidates with qualifications that are not considered equivalent by the Faculty is decided by the Faculty Council, which may delegate this responsibility to the Student's request commission or the BeNeFri Branch Committee of the Master of Science in Computer Science.

[3] The admission requirements for a Specialised Master's in one of the disciplines mentioned in Art. 4, paragraph 3 are specified in an executive regulation.

[4] The Faculty Council shall lay down additional admission requirements in an executive regulation.

[5] With the exception of the Master's in Bioinformatics and Computational Biology and certain specialised Master's programmes, which can only be started in the autumn semester, studies leading to a Master of Science degree can be started in either the autumn or spring semester.

III.STUDY PLANS AND DURATION OF STUDIES

Art. 9 Study plans and subsequent versions

[1] The organisation of studies for each Bachelor's and Master's degree is defined in the study plans for the disciplines specified in Art. 4.

[2] The study plans are approved by the Faculty Council.

[3] In the case of subsequent versions of a study plan, students are subject to the latest version in force. The Faculty Council shall establish the transitional provisions.

Art. 10 Bachelor

[1] The study plans contain the following for the majors:

a) the list of mandatory teaching units, with the corresponding ECTS credits;
b) where applicable, a list of propaedeutic subjects and/or teaching units with the corresponding ECTS credits;
c) where applicable, the list of elective teaching units with the corresponding ECTS credits ;
d) specific conditions regarding the chronology of the subjects to be studied and any prerequisites or other requirements.

[2] The study plans contain the following for the minors:

a) the list of mandatory teaching units, with the corresponding ECTS credits;

b) where applicable, a list of propaedeutic subjects and/or teaching units with the corresponding ECTS credits;
c) where applicable, the list of elective teaching units with the corresponding ECTS credits ;
d) specific conditions regarding the chronology of the subjects to be studied and any prerequisites or other requirements.

Art. 11 Duration of Bachelor's studies

[1] The ECTS credits for the first year of the major must be earned, according to the principle of validation by validation package defined in Art. 25, by the end of the fourth (4^{th}) semester after the start of studies in the major.

[2] The ECTS credits for the major and minor of the Bachelor's degree must be earned, in accordance with the principle of validation by validation package defined in Art. 25, by the end of the twelfth (12^{th}) semester after the start of studies in the major..

Art. 12 Master

[1] The study plans contain:

a) the list of mandatory teaching units, with the corresponding ECTS credits;
b) where applicable, the list of elective teaching units with the corresponding ECTS credits ;
c) the scope (in ECTS credits) of the Master's thesis;
d) specific conditions regarding the chronology of the subjects to be studied and any prerequisites or other requirements.

Art. 13 Duration of Master's studies

[1] The ECTS credits for a Master's degree comprising 90 ECTS credits must be acquired, in accordance with the principle of validation by validation package defined in Art. 25, by the end of the sixth (6^{th}) semester after the start of the Master's studies.

[2] The ECTS credits for a Master's degree comprising 120 ECTS credits must be acquired, in accordance with the principle of validation by validation package defined in Art. 25, by the end of the eighth (8^{th}) semester after the start of the Master's studies.

Art. 14 Extension of the maximum duration of studies

[1] The Students' Requests Commission decides on exemptions from the maximum duration of studies, as defined in Articles 11 and 13, for elite athletes. The written request (letter) must be justified and submitted during the standard duration of studies.

[2] The dean shall decide on other requests for exemptions from the maximum duration of studies, as defined in Articles 11 and 13. The written request (letter) must be justified and submitted during the standard duration of studies. The student must prove that, for exceptional reasons, they are unable to comply with the standard duration of studies.

IV. ORGANISATION OF EXAMS

Art. 15 Information

[1] An appendix to the study plan specifies the assessment modalities for the teaching units.

[2] If the study plan provides for several assessment modalities, students must be informed at the beginning of the semester of the assessment modality for each teaching unit.

Art. 16 Registration to exams

[1] For each exam taking place during an exam session, students must register electronically within the deadlines specified in the MyUniFR student portal.

[2] The Department or Section responsible for the exam verifies that the admission requirements for the exam have been met, i.e.

- that the student is enrolled in the relevant semester and in the corresponding programme;
- that the prerequisites specified in the study plan have been met.

[3] The exam dates are published no later than **14 days** before the start of the exam session.

[4] Provided that this is stipulated in the assessment modalities, a teaching unit may also be examined during the semester. The Department or Section responsible for the exam sets the conditions for participation in the exam.

Art. 17 Withdrawal or cancellation

[1] Withdrawal from an exam after the registration deadline must be communicated in writing (by letter or form) to the Dean's Office no later than **10 days** (date of receipt) before the start of the exam session. For teaching units that are examined during the semester, the department or section responsible for the examination sets the deadlines for withdrawal. If the withdrawal takes place within the prescribed period, the registration for the exam is cancelled.

[2] Students who decline to take an exam after the deadline specified in paragraph 1 must notify the dean in writing (by letter), stating valid reasons for their withdrawal. In the event of illness or accident, an original medical certificate must be submitted. The deadline for submitting the original medical certificate (to the Dean's Office) is **15 days** (date of receipt) from the day after the day of the exam in question. The Dean shall decide whether the reasons given are valid. If so, the registration for the exam will be cancelled.

[3] If a cancellation is refused, the exam is considered failed (grade 1.0).

Art. 18 Responsibility for organising exams and communication of results

[1] The Department or Section responsible for a teaching unit organizes its evaluation.

[2] Oral exams are conducted in the presence of a teacher of the subject and an assessor. A transcript of the exam is prepared.

[3] The department or section responsible for the exam must send the results to the Dean's Office no later than two weeks after the end of the exam session (for the autumn session, the deadline is one week).

Art. 19 Subjects examined

[1] The exams cover the subject matter of the teaching unit as it was last taught. Any exceptions will be communicated by the teacher in charge.

[2] In principle, exams can be taken independently of one another. However, a study plan may require that several teaching units be assessed in a joint exam.

Art. 20 Exam sessions

[1] Exams for the study programmes and teaching units offered by the Faculty shall take place, except as provided in paragraphs 2, 3 and 4, during three sessions in winter, summer and autumn. The Faculty sets the dates of the sessions and the registration deadlines.

[2] All teaching units in the current academic year that are assessed by an exam must be available for examination at least twice during the year, including once during the autumn session. Practical sports courses are an exception to this rule and are generally only examined once a year.

[3] A teaching unit that is examined outside of the exam session must be available for examination at least twice a year, including once during the autumn session. Practical sports courses are an exception to this rule and are generally examined only once a year.

[4] For valid reasons, for example for students participating in a mobility programme, the Department or Section in charge of the teaching unit may, with the prior agreement of the Teaching Course Administrator, organise an exam outside the exam sessions.

Art. 21 Repetition

[1] Students who receive a grade lower than 4.0 for a teaching unit may repeat the assessment once.

[2] When a teaching unit is reassessed, the higher of the two grades is counted.

[3] An assessment with a result of 4.0 or higher cannot be repeated.

[4] Students who have received a ‘fail’ grade for a teaching unit assessed on a ‘pass/fail’ basis may repeat the assessment once.

Art. 22 Fraud and plagiarism

[1] If a student influences or attempts to influence the outcome of an assessment by means of fraudulent behaviour, including the use of unauthorised tools, the corresponding assessment will be penalised with a grade of 1.0.

[2] Plagiarism is dishonest behaviour. For each piece of written work, students must declare on their honour that they have completed the work themselves. Written work that contravenes scientific integrity will be rejected outright; the work will be considered failed and will be penalised with a grade of 1.0.

[3] Students are subject to the University's guidelines on scientific integrity.

[4] The provisions of Articles 114 et seq. of the Statutes of the University of Fribourg dated 4 November 2016 are reserved.

V. ASSESSMENTS AND VALIDATION

Art. 23 Grading scale and assessment

[1] If a teaching unit is graded, the result is indicated on a scale of 6 to 1, with 6 being the highest grade. Half grades are allowed.

[2] The study plan may stipulate that a teaching unit be assessed as ‘pass’ or ‘fail’.

Art. 24 Validation packages

[1] The study plan specifies the number of validation packages.

[2] The teaching units of the Bachelor's programme are grouped into validation packages as follows :

- the subjects of the 1st year of the major of the Bachelors; where justified, these subjects may be divided into two validation packages
- the subjects of the 2nd and 3rd years of the major of the Bachelors; where justified, these subjects may be divided into two validation packages;

[3] The teaching units of the Master's programme are grouped into validation packages as follows :

- the subjects of the Master's, without the Master's thesis; where justified, these subjects may be divided into two packages;
- The Master's thesis

[4] The teaching units of a minor are grouped into a validation package; where justified, teaching units may be divided into two validation packages.

[5] The content of a Pre-Master or Supplementary course programme is grouped into a personalised validation package.

[6] If the study plan allows it, students may choose more teaching units than the minimum required. However, the additional ECTS credits may not exceed 20% of the ECTS credits in the validation package. Validation is carried out in chronological order of the results obtained.

Art. 25 Validation of ECTS credits and completion of a validation package

[1] Each teaching unit in an assessed validation package is considered in the validation procedure for that package.

[2] A validation package is successfully completed if:

a) the unrounded average of the grades, weighted by the corresponding number of ECTS credits, is at least 4.0;

b) no grade is equal to 1.0;

c) the validation package does not contain more than two grades below 3.0;

d) no teaching unit is assessed as a 'fail';

e) specific assessment criteria other than grades (excursions completed, reports or projects accepted, etc.) are met.

[3] Multiple validation is prohibited: A single assessment may only be validated once as part of a single study programme.

Art. 26 Definitive failure and exclusion

[1] A definitive failure is declared after all possibilities for validating a validation package in accordance with Art. 25 have been exhausted.

[2] A definitive failure is declared when the maximum duration of studies as defined in Articles 11 and 13 is exceeded.

[3] Students who have definitively failed a validation package are definitively excluded from the corresponding study programme at the University.

[4] Students who have definitively failed a major are permanently excluded from the corresponding degree programme at the University.

Art. 26 Replacing a validation package

[1] A non-validated minor can be replaced by another minor.

[2] A Master's thesis that has not been validated may be replaced once by another Master's thesis on a different subject.

VI. DIPLOMAS

Art. 28 Exam taxes

[1] Before receiving a transcript of records, students must pay the corresponding fee.

[2] The amount of exam fees is proportional to the ECTS credits earned. The amount to be paid per credit is set by the Faculty in its directive on fees.

[3] The Faculty does not charge fees for ECTS credits earned outside the Faculty.

Art. 29 Overall grade point average of the degree programme

The general grade point average is the weighted average of all study programmes that count towards the Bachelor's or Master's degree, weighted by ECTS credits. The result is rounded to two decimal places

Art. 30 Transcripts of records and final certificate

[1] When the validation criteria are met, students will receive, upon request and after payment of the exam fee, a transcript of records indicating the results obtained for each teaching unit and the ECTS credits earned. This transcript of records includes the weighted average for the study programme.

[2] The transcripts of records are signed by the faculty administrator in their capacity as « teaching course administrator ».

[3] Once all the ECTS credits required for the Bachelor of Science or Master of Science have been earned, students get a final certificate that also shows their overall grade point average.

[4] The final certificate bears the electronic signature of the dean.

Art. 31 Description of the diploma

[1] The Bachelor's diploma specifies the major and any minor(s) chosen. It is printed in French or German on the front and in English on the back.

[2] The Master's diploma bears the name of the programme and the title of the Master's thesis. It is printed in English, with the exception of Master's diplomas in mathematics and sports science, which are printed in French or German on the front and in English on the back.

[3] Bachelor's and Master's diplomas bear the signatures of the Rector of the University and the Dean of the Faculty.

[4] They are accompanied by a diploma supplement. This supplement is written in accordance with the European model.

[5] These diplomas can be verified using a QR code.

VII. LEGAL REMEDIES

Art. 32 Complaints

Decisions on the assessment of skills and the recognition of academic achievements are subject to complaint.

Art. 33 Appeals

[1] The decisions of the complaint authority may, within thirty days of notification of the decision, be appealed in writing and with justification to the University's Internal Appeals Committee, in accordance with Article 121 of the University Statutes.

[2] Other decisions made under this regulation that are not subject to complaint may be appealed within thirty days of notification of the decision to the University's Internal Appeals Committee.

VIII. TRANSITIONAL AND FINAL PROVISIONS

Art. 34 Transitional provision relating to Article 11, paragraph 2, and Article 13, paragraph 2

Students who were already enrolled in Bachelor's or Master's programmes before the autumn semester 2020 are subject to Art. 11 paragraph 2 and Art. 13 paragraph 2 starting in the autumn semester 2020. The number of semesters already completed before the start of the aforementioned semester is not taken into account when calculating the maximum duration of studies.

Art. 35 Transitional provision relating to Article 25, paragraph 2, letter c

Art. 25, paragraph 2, letter c applies only to students who begin a study programme in the autumn semester of 2022 or later.

Art. 36 Transitional provision relating to Article 29 and Article 30, paragraphs 1 and 3

The grade point average will appear on transcripts of records and final certificates once validated starting 1 January 2023.

Art. 37 Entry into force

[1] This regulation repeals and replaces the Regulation of 6 April 2020 for the award of Bachelor of Science and Master of Science degrees.

[2] This regulation enters into force for the autumn semester of 2022.

Approved by the Rectorate of the University of Fribourg on 11 July 2022.

Ratified by the Department of Education and Cultural Affairs on 21 September 2022.