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NOVIA UNIVERSITY OF APPLIED SCIENCES

DEGREE REGULATIONS

TRANSLATION

The Swedish Degree Regulations are followed in cases of possible interpretation issues.

Degree Regulations at Novia UAS confirmed by the Board of “Ab Yrkeshögskolan vid Åbo Akademi”
on 7 May 2019 and comes into force 8 May 2019.

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I GENERAL REGULATIONS

§ 1 Application

These Degree Regulations include regulations on University of Applied Sciences' degrees, their objectives, the structure of the studies and other foundations for studying at Novia University of Applied Sciences (hereafter referred to as the UAS).

In addition to these Degree Regulations the operation of the UAS is regulated by

- the Polytechnics Act (932/2014) and its amendments (hereafter referred to as the Polytechnics Act)
- the Government Decree (1129/2014) and its amendments (hereafter referred to as the Polytechnics Decree)
- the Government Decree on Joint Application to higher education (293/2014)
- Act about the application register, the national higher education database and the register over Matriculation examinations (1058/1998) and its amendments
- Act on the language skills required by public officials (424/2003)
- Government Decree on evaluation of skills in Finnish and Swedish within the State management (481/2003)
- Government Decree on fees collected by the universities of applied sciences (1440/2014)
- the one-place-per-student provision

Furthermore, the operation is regulated by the Government decision on license for the UAS, the valid performance agreement with the Ministry of Education and Culture and the directions of the UAS.

Nurse and midwife education as well as maritime education must meet the requirements stated in the European Union legislation. As to the maritime education, the STCW Convention on the Training, Certification and Watchkeeping for Seafarers must also be followed.

The degrees that are completed at a UAS are Bachelor's degrees (*yrkeshögskoleexamen*) and Master's degrees (*högre yrkeshögskoleexamen*). The Bachelor's degrees offered at UAS' are equivalent to first level degrees (Decree 1129/2014, §1). The Degree Regulations is valid for all students at the UAS, with exception of students within contract education where parts of the degree regulations apply according to separate decision made by the UAS.

§ 2 The Mission

According to the Polytechnics Act (932/2014, § 4), the mission of a University of Applied Sciences is to:

- provide such higher education for professional experts as is based on the requirements set by working life and its development as well as research and cultural and artistic aspects
- support the individual's professional development
- pursue applied research and development activities that are beneficial to the education in a University of Applied Sciences, support working life and the regional development as well as take the regional industrial structure into account and engage in artistic activities

When fulfilling their mission Universities of Applied Sciences are obliged to provide opportunities for continuous learning.

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§ 3 Educational Responsibility and Extent of Studies

The educational task of UAS's are stated in the UAS Act (932/2014) § 8. The UAS degrees (*educational responsibility*) which a UAS can issue are stated in the Government decision on license for UAS'. The Master's degrees which a UAS can issue are also stated in the license.

These Degree Regulations apply to all education offered at the UAS. In the appendix to these Degree Regulations there is a list of the degree programmes offered by the University of Applied Sciences and their qualification titles.

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II TUITION AND DEGREES

§ 4 Language of Instruction

According to the Government decision on license for the UAS the language of instruction at the UAS is Swedish with the exception of those Degree Programmes in which the language of instruction is English.

In order to ensure the required competency or to make the attendance of foreign students possible, a study module, course, part of a course or course literature can be in another language than the language of instruction. Regarding examinations, other languages than the language of instruction can be used by agreement with the Course Coordinator.

§ 5 Extent of Studies, Structure and Curricula

The studies leading to a Bachelor's degree are organized in the form of degree programmes. In the Government decision on license for the UAS the educational responsibility of a UAS is determined. The license states which degrees and qualification titles that are included in the educational responsibility and the extent of the degree programmes in credits.

A degree programme comprises 210, 240 or 270 credits. An academic year generally comprises 60 credits, and is estimated to require an average work load of 1,600 hours of the student. The following studies are included in a Bachelor's degree: core studies and professional studies, elective studies, student internship/practical training which promotes professional skills, and a degree thesis/a degree project (Decree 1129/2014). The degree programmes may also offer profile studies sanctioned by the UAS.

The studies leading to a Master's degree are organized in the form of degree programmes which include advanced professional studies, elective studies, and a degree thesis (Decree 1129/2014).

According to § 14 in the Polytechnics Act (932/2014) the UAS decides on the teaching plans (in Novia UAS the term curriculum is used). The Management Group approves on the teaching plans, which should also be available in English.

Studies leading to a Bachelor's degree should to their duration correspond to fulltime studies during at least three academic years or a maximum of four academic years. On special grounds a degree programme may have a longer duration. Studies leading to a Master's degree should to their duration correspond to fulltime studies during at least one academic year or a maximum of one and a half academic years. The UAS shall arrange studies leading to a degree so that a fulltime student may complete the studies within the above mentioned duration. Studies for a bachelor's degree may be approved for part-time studies, studies for double or joint degree, contract studies or full-time studies of a different scope than 3.5-4 years.

§ 6 Requirements and Objectives of Studies Leading to a Bachelor's Degree

Requirements for a Bachelor's degree are that the student has attended lectures and passed the mandatory examinations included in the study modules and courses of the degree programme, acquired the knowledge and skills determined by these Degree Regulations and the curriculum of the degree programme, completed the student internship included in the degree programme and completed a written maturity test within the field of his/her degree thesis.

The studies at the UAS are in compliance with the general objectives of UAS education. The education is carried out on a scientific basis combined with practical professional skills. The general objective of studies leading to a Bachelor's degree can be found in the Polytechnics Decree (1129/2014, § 4).

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§ 7 Core Studies

The aim of core studies is to give the student an overall picture of the significance of the professional field in society, in working life and in an international context, to familiarize the student with the theoretical fundamentals and the communication within the professional field as well as provide the student with such language skills as referred to in section 21.

§ 8 Professional Studies

The aim of professional studies is to familiarize the student with the primary issues and applications in the student's field of education, including their scientific or artistic basis, so that the student after completing his/her studies can work independently as an expert within his/her professional field, and as an entrepreneur participate in the development and promotion of the workplace community.

§ 9 Elective Studies

Elective studies are study modules or courses of the student's own choice, but the content of the courses must support the professional development of the student. The elective studies must be university level studies. Within Maritime Studies elective studies can be courses which also support the student's professional development and are certified in accordance with STCW and approved by the International Maritime Organization IMO or by classification societies in the field of shipping or by other similar organizations independent of the organizer of the studies.

§ 10 Student Internship

The UAS studies include practical training/student internships, the minimum extent of which is 30 credits, is determined by (1129/2014) § 3 in the Polytechnics Decree.

The aim of the internship is that the student is tutored and instructed in performing tasks that are of essential importance for the student's professional studies and for the applying of knowledge and skills in working life.

The Head of Degree Programme is responsible for how the supervision, assessment and evaluation of the internship are carried out. The student must hand in an internship report and a certificate on the completed internship for approval and registration.

The University of Applied Sciences is responsible for providing the right to a safe study environment also during student internships. Necessary instructions for safety and emergency situations are given upon availability also for international student internships.

§ 11 Degree Thesis/Degree Project and Maturity Test

11.1 Degree Thesis/Degree Project

Completing a degree thesis is a requirement for a Bachelor's degree and a Master's degree (Decree 1129/2014, § 2). The degree thesis/project consists of a thesis and a maturity test. In the thesis the student demonstrates the maturity and competency required for a UAS degree within his/her professional field, at the same time as the thesis process involves a deeper understanding of his/her field of profession. The aim of the degree thesis is to develop and manifest the student's ability to apply his/her knowledge and skills in a practical context related to his/her own field. The degree thesis constitutes an entity consisting of theory and applied research with working life as the basis. Upon assessing a degree thesis the following grades 1-5 are given. If the degree thesis is accredited, it will be assessed as approved (GK), as described in section 20.1.

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For preventing unintentional or intentional plagiarism the thesis can be checked against various sources using anti-plagiarism software. If a student is suspected of being guilty of offending good scientific practice, the recommendation “*Good scientific practice and procedures for handling misconduct and fraud in science*” by the National Advisory Board on Research Ethics is applied (Ministry of Education, 2012).

In degree programmes leading to a Bachelor’s degree, the extent of the degree thesis is 15 credits except for the Degree Programme in Construction Management where the extent is 10 credits. In degree programmes leading to a Master’s degree, the extent of the degree thesis is 30 credits.

As a rule the language of the thesis is Swedish, except for the English degree programmes where the language of the thesis is English. The thesis can be written in another language, whereby a well-motivated application for an exemption from the rule of writing in Swedish or English is directed to the Head of Degree Programme, who makes the decision concerning the language separately in each case.

A degree thesis within a degree programme leading to a double degree at two or more partner universities is completed according to agreement at one of the partner universities and is accredited at the other(s). A maturity test must always be completed.

If a student’s language of schooling is Finnish or Swedish, the student completing the degree thesis at a foreign partner university must complete a maturity test at the University of Applied Sciences to demonstrate the language skills required by officials in bilingual administrative districts, according to the Act about language skills required by public officials (424/2003).

Each Dean can grant validation to accredit a degree thesis for a Bachelor or Master’s degree, based on the statement of the Head of Degree Programme. A maturity test must always be completed.

The degree thesis is normally published in the web-based library Theseus. Separate instructions are given in the process description (GQAP26 Degree Thesis at Novia UAS).

11.2 Maturity Test

For a degree, a student must take a written maturity test within the field of his/her degree thesis that shows that the student is familiar with the field and has language skills as follows (1129/2014, § 8).

Students with Swedish as their language of schooling: the language of the maturity test is Swedish according to Decree 481/2003, § 15.

If the student has completed the matriculation examination with at least grade magna cum laude approbatur in the test for Swedish as mother tongue, or has completed the matriculation examination with at least grade eximia cum laude approbatur in Swedish as their second language (shows excellent knowledge in Swedish), the language of the maturity test can be either Finnish or the language of the degree thesis.

Students with Finnish as their language of schooling: the language of the maturity test is Finnish, according to Decree 481/2003, § 15.

If the student has completed the matriculation examination with at least grade magna cum laude approbatur in the test for Finnish as mother tongue, or has completed the matriculation examination with at least grade eximia cum laude approbatur in Finnish as their second language (shows excellent knowledge in Finnish), the language of the maturity test can be either Swedish or the language of the degree thesis.

Students with a language of schooling that is neither Swedish nor Finnish: In cases where the student is exempted from the language requirements in Swedish or Finnish stated in section 21, the Dean decides on the basis of the proposal by the Head of Degree Programme which language the student should use in the maturity test.

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§ 12 Requirements and Objectives of Studies Leading to a Master's Degree

Requirements for a Master's degree are that the student has attended lectures and passed the mandatory examinations included in the study modules and courses of the Degree Programme and in accordance with the student's individual study plan, has completed a degree thesis in the form of a development project comprising 30 credits, and has completed a written maturity test within the field of his/her degree thesis.

The general objective of studies leading to a Master's degree can be found in the Polytechnics Decree 1129/2014, § 5.

§ 13 The Academic Year

The academic year starts on 1 August and ends on 31 July. The autumn term begins on 1 August and ends on 31 December, and the spring term starts on 1 January and ends on 31 July. Tuition is provided during periods determined by the UAS. Tuition is to be organized in a manner ensuring an efficient and orderly course of study.

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III ADDITIONAL REQUIREMENTS FOR STUDIES AND STUDY ARRANGEMENTS

§ 14 Admission Criteria, Student Admission and Barriers for Admission

14.1 Admission Criteria and Student Admission

The UAS Board annually decide upon the degree programmes available at the UAS. Thereafter the Management Group decide upon the admission criteria for the UAS. The same admission criteria shall prevail for all applicants in the same group.

In joint application, the UAS must reserve a part of the study places in education leading to a Bachelor's degree for so-called first-time applicants according to the Polytechnic Act 932/2014, § 28 b.

The admission of degree students is carried out in the national Studyinfo service, based on the admission criteria set by the Management Group. All degree students are admitted by the President on proposal by the Head of Student Services based on the admission results in the joint application, additional application and separate application.

A student may accept only one study place leading to a higher education degree starting the same term. A term refers to the autumn term and the spring term.

Admission is conditional until the tuition fee has been paid for students who applied for an education which is given in any language other than Finnish or Swedish, which leads to a Bachelor's degree or Master's degree in accordance with the Polytechnic Act section 13a paragraph 1 (30.12 2015/1601).

When the studies commence, educational certificates and work certificates used in the application are checked. Students who have completed a Finnish Matriculation Examination in 1990 or later do not need to submit copies of their certificate nor show their original certificate. Students who have completed a Finnish higher education degree do not need to show their original certificate if the degree is registered in the national register of completed studies. The Admission Services will contact students whose degrees are not registered in the national register. Information about completed Finnish Matriculation Examinations and Finnish higher education degrees is checked from the national register of completed studies. The UAS may withdraw the admission if the applicant or the admitted student has failed to submit copies of school certificates or failed to show their original school certificate and original work certificate within a stipulated time or if the applicant has provided misleading information in the application and the correct information would not have qualified the student for admission.

A student admitted to a degree programme within Seafaring is obliged to submit a valid medical certificate issued by the Seamen's Health Care Centre.

A student admitted to the Degree Programme for Biomedical Laboratory Scientists is obliged to submit a medical statement by an eye doctor, optician or optometrist.

The UAS may withdraw the admission if the certificate or statement has not been submitted within the stipulated time or if the student on the basis of the medical certificate or statement cannot be considered qualified for the education.

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14.2 Barriers for Admission

Applicants cannot be admitted to studies that are stipulated in Act 932/2014, § 33 if their state of health or functional ability prevents them from performing practical tasks or internships in relation to studies according to the required safety regulations, and if this barrier cannot be eliminated with reasonable actions (Act 932/2014, §26). The provision can be asserted when the studies or profession are controlled by safety regulations for minors, patient and client security or traffic safety.

The applicant shall upon request from the University of Applied Sciences exhibit such information about his/her state of health that is necessary to assess the admission of a student (L932/2014, 27§).

Also a previously revoked study place for studies that are stipulated in the Decree for UAS's, can be a barrier to student admission (Act 932/2014). Upon request from the UAS the applicant shall provide such information about their previously revoked study place necessary to assess the admission of a student.

The University of Applied Sciences shall give the applicant information about which health requirements and other conditions that are related to the studies (Act 932/2014, 26§).

§ 15 Confirmation of Acceptance

An applicant who has been admitted as a student should within the specified time, mentioned in the UAS notification of admission, confirm that he/she accepts his/her study place. Otherwise the applicant will lose his study place.

§ 16 Right to Study and Duration of Studies

The UAS defines the right to study in accordance with the Polytechnics Act, the Polytechnics Decree, instructions by the Ministry of Education and Culture as well as in accordance with what is stated in the degree regulations and the curriculum for the degree programme.

A student has commenced his/her degree studies as he/she has confirmed his/her study place at the UAS.

Those who have been accepted as students and confirmed that they accept the place of study, shall enroll at the UAS according to instructions given by the UAS, where after they are registered as students.

The duration of studies refers to the extent of studies in number of years. The duration expressed in number of years refers to all completed studies in the curriculum of the Degree Programme or the individual study plan divided by 60 credits. The studies should be completed within a time which is a maximum of one year longer than the normal duration of the studies.

As an exception, the UAS can assign a different duration of studies for part-time education leading to a Bachelor's degree, studies for double or joint degree, contract studies or full-time studies of a different scope than 3.5-4 years.

For a transfer student, the right to complete a degree is determined on the basis of the degree according to the right of study received in connection to the transfer. The student's previous terms of attendance and non-attendance are taken into account when establishing the duration of his/her studies at the UAS (Act 932/2014, §30).

If a student has not completed his/her studies within the abovementioned time, the student will lose his/her right to study, unless the UAS grants additional time for completing his/her studies.

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16.1 Tuition Fees

Tuition fees are collected from students who have been admitted to an education given in a language other than Finnish or Swedish, leading to a Bachelor's degree or a Master's degree. The student may be exempted from the fee if he/she has submitted a certificate within the specified time limit in accordance with section 13a (30.12 2015/1601). The tuition fees are determined annually by the President, within the range set by the UAS Board.

§ 17 Registration for Attendance and Non-Attendance

A degree student must register attendance (presence) or non-attendance (absence) for every academic year /every term (Act 932/2014). A newly admitted student is encouraged to register attendance or non-attendance in connection to confirmation of the study place. Registration of attendance ensures that the place of study is valid and allows the student to complete studies. A student who neglects to register his/her attendance or non-attendance, loses the right to study at the UAS. Reinstating the right to study due to neglect is stated in section 29.2.

The registration of attendance or non-attendance must be done either for the full academic year or only for the autumn term during the time 1 May - 10 September. The registration of attendance or non-attendance for the spring term must be done during the time 1 December – 10 January. The student can also change his/her registration of attendance or non-attendance during the time 1 December - 10 January.

Students who are accepted for an education in a language other than Finnish or Swedish that leads to a Bachelor's degree or a Master's degree in accordance with the Polytechnic Act section 13a paragraph 1 must have paid the tuition fee before registration of attendance or non-attendance can be done.

A student who has accepted his/her study place, but has not commenced their studies due to being registered as absent is encouraged to register for the academic year according to the same schedule as newly admitted students. Newly admitted students and previously admitted students who have not yet commenced their studies due to being registered as absent have the right to change their registration of attendance until 10 September. From this date, the registration is binding for all students.

A degree student must be registered as present at the UAS even when he/she participates in exchange studies, completes internship related to the studies or completes distance learning. Exchange students from other universities must be registered as present at Novia UAS during the exchange period.

In addition to the period specified by the UAS, students have the right to change their registration of attendance or non-attendance during the academic year only for special reasons. A special reason is an unforeseen event that affects a student's life situation and his/her possibility to study. Students may submit a separate application including the statement of the specific reason to the Student Services. To ensure that all applications are treated equally, the UAS makes an overall assessment on the basis of what the student has submitted in his/her application. The UAS decides on a case by case basis if the special reason is of such nature that it should be considered in the decision. The decision made by the Head of Student Services.

A student who has accepted a study place before 1 August 2015 has the right to register non-attendance for a maximum of four terms. The terms are not included in the time it takes to complete the exam, and the student does not need to provide a reason for absence.

During the first year of study, a student who has accepted a place at the UAS on 1 August 2015 or later, is entitled to register as non-attending if he/she:

- 1) Completes military service (1438/2007), civil service (1446/2007) or voluntary military service for women (194/1995)
- 2) Is on maternity, paternity or parental leave, or
- 3) Is unable to commence studies due to own illness or injury.

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If a student is registered as absent due to a statutory reason, this reason shall be validated with certificate in accordance with the UAS's instructions. For statutory reasons, the student also has the right to register absence later during the studies.

After the first year of study, a student who has accepted his/her place of study on 1 August or later, has the right to register as absent without giving cause for a total of one academic year (two terms) except if the student in question has already been absent for one academic year (two terms) due to own illness or injury. Registered absence is not included in the maximum study time.

A student who intends to resume studies after being absent, should contact the Head of the Degree Programme for revising the individual study plan in good time. The student should also take into account that study modules and courses may require special prerequisites or that the education and course offerings may vary from year to year. Thus, the student cannot count on that the relevant courses, study units or courses are being arranged when returning to the studies.

§ 18 Individual Study Plan

The curriculum of the degree programme provides the basis for a student's individual study plan. The aim of the plan is to make individual solutions possible. The individual study plan is authorized by the Head of Degree Programme.

The student has the right to complete courses and gain credits exceeding the extent of the degree. These studies may not, however, lead to an extension of the total duration of studies. The Dean can limit the number of study modules and courses exceeding the extent of the degree.

§ 19 Student Counselling and Accessibility

Student counselling and accessibility concerns the whole higher education community and is cooperation between students and different functions within the UAS. The aim of student counselling is to prevent problems and to help the student to plan his/her studies. The UAS has recommendations for student counselling and accessibility. Every unit provides student counselling and accessibility coordination.

§ 20 Accreditation, Substituting Studies and Recognition

Application for credit transfer, substituting studies and recognition can be made when the student has commenced his/her studies.

20.1 Credit Transfer and/or Substituting Studies

Credit transfer means that *corresponding, similar* studies or practical training that have been completed at another national or international higher education institution are accredited as a part of the degree or a course which is *included in the student's curriculum*.

Credit transfer can also mean that compulsory and/or alternative courses which are included in the student's curriculum are *replaced by other studies* on corresponding level that are included in a degree at a national or an international higher education institution. Credit transfer by substituting studies is possible if the student will gain such knowledge and competence as stipulated in the competences for a degree within their degree programme.

Application for credit transfer should be made without delay. The registration of accredited courses completed before studies were commenced at Novia UAS, are not approved by KELA in connection to student financial aid. Accredited studies are registered in the study register in connection to corresponding courses/study module in the curriculum and assessed with the grade approved (GK), as grading scales can vary. A numerical grade is registered if the accredited studies are completed at Novia UAS or at the Open UAS at Novia UAS. If studies are substituted, also the course name and course extent are registered in the study register.

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Application for credit transfer is submitted to the Head of Degree Programme who authorizes the decision. Documents which prove the level, contents and obtained credits/grades of the studies are attached to the application. If the studies have been completed abroad, a Transcript of Records is attached. If the Transcript of Records is not issued in English, Swedish or Finnish the student must also attach an official translation of the transcript into one of the above mentioned languages. The translation should include the authorized translator's signature and stamp.

The regulations concerning the accreditation of a degree thesis included in double degree education are specified in § 11.

20.2 Recognition of Prior Learning

A student may apply for previously acquired knowledge and skills (competencies) to be recognized and accredited.

Recognition is done with appropriate methods. The decision is made by the Head of Degree Programme, who can ask the Course Coordinator to make an evaluation proposal. In connection to recognition of prior learning, the course competences must be met. The course is entered into the student register in a normal fashion.

The regulations concerning the recognition of a degree thesis are specified in § 11. Recognition of Swedish and Finnish language skills is stipulated in § 21.

§ 21 A Student's Language Skills

As a part of the studies included in the Bachelor's Degree, or otherwise, the student must demonstrate

1) such skills in Finnish and Swedish which under the Language Act (424/2003) are required from government officials working in a bilingual district and for which a university degree is a requirement, and which are needed in the student's exercise of his/her profession and professional development,

2) such written and spoken skills in at least one foreign language which are required in the student's exercise of his/her profession and professional development.

Paragraphs 1 and 2 above do not apply for a student if his/her language of schooling is other than Swedish or Finnish, or if he/she has received their general education abroad. On special grounds the UAS can exempt a student from demonstrating language skills as stated in paragraph 1 and 2 above.

A student with a foreign degree or school education in another language than Swedish or Finnish, or a student who on special grounds wishes to be exempted from the stipulated language requirements, can apply for an exemption on a prescribed form. The Head of Student Services decides on the exemption on the proposal by the Head of Degree Programme. The student's obligation to take substituting language studies is confirmed at the same time.

A student's language skills must be noted in the degree certificate. When the language skills are noted, section 19 in the Government Decree on evaluation of skills in Finnish and Swedish within the State management (481/2003) must be taken into account. When a language course in question, in Finnish or Swedish, is recognized as prior knowledge, the competencies must be evaluated with a grade according to the course plan of the language studies at the UAS.

Students who have completed a degree in an educational institution on the Åland Islands do not need to demonstrate the prescribed skills in Finnish (Decree 841/2000). The Head of Degree Programme decides upon substituting studies. The clause intended for the degree certificate mentioning the student's oral and written language skills are stated separately in the study register.

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§ 22 Assessment and Evaluation of Completed Studies

A continuous assessment of the student's knowledge and skills promotes the process of learning and ensures the achievement of competencies (learning outcomes). Assessment encourages the student towards self-directed learning and the setting of objectives, towards professional growth and the development of personal competences.

The assessment of completed courses is based on the study module plan and course plan as well as the description of the realization (until 31 July 2019 the realization plan).

The student demonstrates achievement of the competences or learning outcomes by completing the assignments, examinations or other requirements or combinations of these as stated in the description of the realization (until 31 July 2019 the realization plan).

For assessment the grading scale 0 – 5 is used according to the following distribution: 0 (fail), 1 (satisfactory), 2 (most satisfactory), 3 (good), 4 (very good) and 5 (excellent). On special grounds stated in the description of the realization (until 31 July 2019 realization plan), certain modules and courses can be assessed on a pass/fail scale.

The coordinator of the study module or the course is responsible for the grades being entered into the study register not later than three weeks after the realization has ended.

A student is entitled to information on the assessment not later than three work weeks after the last deadline for submission or examination date. The student should be given an opportunity to attend a written or otherwise preserved academic achievement when it has been assessed. Written and otherwise preserved academic achievements shall be kept at least six months from the date of publication of the results (Act 932/2014, § 37)

§ 23 Retaking and Supplementing an Examination

A student who has failed a study module or a course has the right to retake the examination twice (2) on scheduled dates for retaking or supplementing examinations. No-show on scheduled examination dates is also regarded as retaking an examination. The common scheduled dates and times for retaking or supplementing examinations are annually confirmed in the academic calendar of the UAS.

Additional dates for retaking or supplementing an examination can be arranged at each educational unit.

A student who has failed a study module or course and who has not completed the necessary supplementing assignments within the assigned time or has failed when retaking or supplementing the examination, must retake the entire study module or course.

A student has the right to try to improve the grade for a passed (grade 1-5) study module or course once. A student may not re-register for a course or study module which has already been approved. An attempt to try to improve the grade cannot lower the grade.

An approved grade in a degree thesis or degree project cannot be improved by retaking or supplementing the performance.

Failed study modules or courses which are no longer part of the course selection must be replaced by another study module or course of corresponding contents and extent. The Head of Degree Programme decides how the failed study module or course will be substituted.

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§ 24 Degree Certificate

The UAS issues a degree certificate when the student has completed his/her studies and applies for the degree certificate. The UAS Management Group annually confirms the dates for handing out degree certificates.

The student should apply for the degree certificate in writing on a prescribed form. A student can apply for a degree certificate when all the studies included in the degree are approved and entered into the study register.

The following documents are attached to the degree certificate: a Transcript of Records issued in Swedish, a Transcript of Records issued in English and a Diploma Supplement which is intended for international use.

The examinee is also issued an English translation of the degree certificate. In degree programmes offered in English the examinee is issued a second degree certificate in Swedish.

The Student Services prepares the degree certificates according to routine description GSSP02 Application for Degree Certificate. The Head of Degree Programme is responsible for that the completed studies correspond to the requirements for a degree to their extent and level. The degree certificate is signed by the Dean and the Head of Degree Programme. The degree certificate for an examinee completing a Bachelor's degree in Seafaring is signed by the Dean and the STCW Compliance Manager.

Students completing a double degree follow the same process description where possible. The degree certificate states that the certificate is issued as a double degree.

Students completing contract education follow the same process description where possible. The degree certificate states that the certificate is issued for contract education.

§ 25 Transcript of Records over Completed Studies

While enrolled at the UAS a student can get a certified transcript of records over completed studies at the Student Services. If a student terminates the studies, the Student Services sends one certified transcript of records to the student by post.

If a former student wishes to obtain transcripts of records after their degree or their termination of studies, there is a fee for issuing the documents.

§ 26 Extended Duration of Studies

On application by the student on a prescribed form with an individual study plan attached, the Head of Student Services can grant an extension of the right to study to be able to complete his/her studies. If the remaining studies correspond to a maximum of 60 credits and the student has not previously been granted an extension, an appointed officer at Student Services can grant an extension of the right to study to be able to complete his/her studies.

The student should apply for extended duration of studies while his/her right to study is still in force. The application should be done not later than 15 November if the right to study expires at the end of the year, and not later than 15 May if the right to study expires at the end of the academic year. As a rule, the right to study can be extended once and for a maximum of one year if the extension is based on a realistic plan for completing the studies within the granted extension.

A student who has been granted an extension does not have the right to register as non-attending (absent).

A student who has neglected to apply for an extension will lose their right to study at the UAS. About the reinstatement of the right to study is stated in section 29.2.

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§ 27 Termination of Studies

A student intending to terminate his/her studies at the UAS must register the termination on a prescribed form.

§ 28 Revoking the Right to Study

A student's right to study can as a last resort, be revoked in such studies which are controlled by safety regulations for minors, patient or client security or traffic safety. The revoking of right to study can only be implemented on students who have commenced their studies 1 January 2012 or later. Revoking a study place is possible according to the decree on universities of applied sciences within studies in the field of humanities and education, health care and social services or seafaring.

The right to study can be revoked according to Act 932/2017, § 33 if the student

- In their studies repeatedly or seriously endangered someone's health or safety and thereby proven themselves to be inappropriate for studies or internship in connection to studies
- In cases where state of health or functional ability obviously does not meet the requirement for student admission
- In their application withheld such information about decisions of previously revoked right to study, which could have been barriers to admission
- Has been convicted of an indecency act, sexual offence, crimes against life and health, or for minor or major narcotics offences, and when revoking the study place is necessary to protect minors (see Act 932/2014, § 33).

Before a decision on revoking the right to study, the UAS will investigate the possibilities available, in consultation with the student, for him/her to apply for another education. A student can be transferred to another education at the UAS to which the student meets the requirements if he/she approves the transfer.

If necessary, the student will be counselled to the student health care or other services for students.

The UAS is regardless of the confidentiality regulations obliged to inform the National Supervisory Authority for Welfare and Health Valvira about any processes and decisions regarding revoking the right to study within the fields of education that they are responsible for (Act 932/2014, § 34).

The decisions on revoking the right to study are made by the UAS Board.

§ 29 Reinstatement of the Right to Study

29.1 Reinstating the Right to Study after Revocation due to State of Health

A student has according to Act 932/2014, § 35 the possibility to apply for the reinstatement of the revoked right to study if the right to study has been revoked due to his/her state of health or functional ability. The student shall submit a certificate about his/her state of health, out of which it is evident that the reasons for the revoking of the right to study no longer is justified.

The UAS is regardless of the confidentiality regulations obliged to inform the National Supervisory Authority for Welfare and Health Valvira about any processes and decisions regarding reinstating the right to study within the field of education that they are responsible for.

The application for reinstatement of right to study should be sent to the UAS Board which also makes the decision in the matter.

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29.2 Reinstating the Right to Study after Revocation due to Neglecting to Register or Termination

If students have lost their right to study at the UAS due to neglecting registration, they can generally regain their right to study based on their application if it is possible to complete the remaining studies within the remaining duration of study or within the duration of the granted extension. The application for reinstatement of the right to study should be sent to the Student Services, along with a transcript of records and an individual study plan. The decision on reinstatement is made by the President on proposal of the Head of Student Services. The right to study is generally reinstated from the beginning of the following term.

All terms, during which the student has not had the right to study due to neglecting registration of attendance or non-attendance, are regarded as non-attendance terms. When the student's entire right to register non-attendance has been used, the terms are counted as attendance terms.

A student who has intentionally terminated or neglected to register when it is no longer possible to complete the remaining studies within the remaining duration of studies, can apply for reinstatement of right to study for a maximum of one year to complete the studies. The application for reinstatement of the right to study should be sent to the Student Services, along with a transcript of records and a realistic plan including a timetable for the completion of the studies. The decision on reinstatement is made by the President on proposal of the Head of Student Services and statement by the Head of Degree Programme. The right to study is generally reinstated from the beginning of the following term.

§ 30 Fees for Handling Applications for Extensions or Reinstatement of the Right to Study

If a student has lost his/her right to study due to neglecting registration (as referred to in sections 28c and 29 of the Polytechnics Act 932/2014) and he/she applies for regaining the right to study as referred to in section 32 of the Polytechnics Act, a fee is collected for handling the application.

According to the Decree on fees collected by the universities of applied sciences (1440/2014, 4 §) the same procedure is followed if the student applies for an extended duration of studies or if the student has lost his/her right to study as a consequence of not completing the studies within the time stipulated in section 30 (Act 932/2014).

§ 31 Changes within the UAS

A student has the right to apply for change of degree programme, specialization or study location within the UAS. A change can as a rule be granted for completing the same Bachelor's degree. In general, a change can be granted only to a degree programme which gives the same qualification title in the following fields: culture, health care and social services. In the legislation, the term transferring student (Act 932/2014, § 28) is used for the transfer application where the Bachelor's degree or the qualification title changes. Such application takes place as a separate application via www.studyinfo.fi.

Upon request from the student, followed by a statement by the Head of Degree Programme, the Head of Student Services can grant the student a change of degree programme or study location.

Upon request from the student, followed by a statement by the Head of Degree Programme, the Head of Student Services can grant the student a change of degree programme, change of specialization within the respective unit. A change can be granted if there is an available study place within the receiving degree programme and if the number of internship places (within health care and social service) is sufficient.

The above changes can take place if the student has been registered as attending for a minimum of one academic term. When the decision is made, the unused right to study is considered in relation to the studies which are to be completed. The duration of studies is calculated from the time when the student first enrolled at the UAS. The changes within the UAS can take place at the beginning of an academic term. An application should be

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submitted on a prescribed form not later than 15 May or 15 November before the desired change. Applications submitted during an ongoing academic term are in general handled after the final submission date.

A student who has been granted permission for any of the changes mentioned above has the right to apply for credit transfer of previous studies in accordance with a decision made by the Head of the Degree Programme. Alternatively, the individual study plan can according to the Head of the Degree Programme's decision be revised according to the courses which previously are approved in the study register.

§ 32 Transferring Student

A student, who has the right to study at another UAS in Finland (the sending UAS) can by the President on proposal of the Head of Student Services, be granted change of UAS for studies which lead to the same Bachelor's Degree. A change can be granted only to a degree programme which gives the same qualification title in the following fields: culture, health care and social services. In the legislation, the term transferring student is used (Act 932/2014, § 28). The application takes place as a separate application via www.studyinfo.fi.

A student should have registered attendance for at least one academic year at the sending UAS/degree programme. Other admission criteria are set by the UAS Management Group. The duration for the right to study is calculated from the date of the student's first attendance registration at the sending UAS. A change can be granted if there is an available study place within the receiving degree programme and if the number of internship places (within health care and social service) is sufficient. The change can take place at the beginning of an academic term. As a transferring student accepts his/her new right to study, he/she loses the right to study which were the basis for the transfer. A transferring student has the right to apply for credit transfer of study modules and courses completed earlier in accordance with a decision made by the Head of the Degree Programme.

Prior to a decision on transfer, the University of Applied Sciences has the right to obtain the necessary information, despite confidentiality regulations, from another educational facility about on-going process of or previous decision about cancellation (revoking) of a study place (Act 932/2014, § 34).

§ 33 Claim for Adjustment

33.1 Claim for Adjustment of Student Admission

As the result of student admission is published, the applicants should be informed about how they can find out how the admission criteria has been applied to them and how they can claim for adjustment (Act 932/2014, § 57). If an applicant to the UAS is of the opinion that the admission has not taken place according to the admission criteria, he/she should firstly contact the Admissions Service at the UAS.

If the problem cannot be solved at the Admissions Service the applicant can claim for adjustment in writing to the UAS Committee for Student Affairs within 14 days from receiving the decision on student admission. The decision on student admission may not on the basis of the claim for adjustment be changed to the disadvantage of an admitted student.

If the student's claim for adjustment is rejected by the UAS Committee for Student Affairs, the student can appeal against the decision through a complaint placed at the Vaasa Administrative Court.

33.2 Claim for Adjustment of Assessment

A student has the right to learn about the criteria used for assessing the student's studies. The student must be given the possibility to acquaint himself/herself with the assessment of a written or otherwise completed examination. A student who is not satisfied with the assessment of studies or with how previously completed studies have been transferred or how previously acquired knowledge has been accredited, has the right to

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request a correction from the teacher who has made the assessment or decided upon the accreditation. A student who is not satisfied with the teacher's decision on the request can further claim for adjustment in the matter to the UAS Examination Committee.

The procedure for placing a claim for adjustment is the following:

1. The student contacts the teacher who has assessed, transferred or accredited the studies and requests a claim for adjustment either orally or in writing. This must take place within 14 days from the time the student has received information about the assessment results or the application of the criteria for assessment (Act 932/2014, § 57).
2. The teacher in question acquaints himself/herself with the claim for adjustment and gives the student his/her decision in writing within 14 days.
3. If the student is still not satisfied, he/she can claim for adjustment in writing from the UAS Examination Committee. This must take place within 14 days from receiving the teacher's decision.
4. The Examination Committee makes a decision based on the claim for adjustment. If necessary, new experts can be heard.
5. Claims for adjustment are not handled with between 15 June and 15 August.
6. Changes to decisions made by the Examination Committee cannot be sought by appeal.

33.3 Claim for Adjustment of Loss of Right to Study Due to Neglected Attendance Registration

A student who has neglected to register for attendance or non-attendance loses his/her right to study according to section 32 of the Polytechnics Act.

The student can claim for adjustment from the UAS Committee for Student Affairs within 14 days after receiving information of the decision on the loss of the right to study.

If the student's claim for adjustment is rejected by the UAS Committee for Student Affairs, the student can appeal against the decision through a complaint placed at the Vaasa Administrative Court.

33.4 Claim for Adjustment of Loss of Right to Study Due to Exceeded Maximum Duration of Studies

A student who is not satisfied with the decision on the loss of the right to study due to exceeded maximum duration of studies can claim for adjustment to the UAS Committee for Student Affairs within 14 days after receiving information of the decision.

If the student's claim for adjustment is rejected by the UAS Committee for Student Affairs, the student can appeal against the decision through a complaint placed at the Vaasa Administrative Court.

33.5 Claim for Adjustment of Revoking and Reinstating the Right to Study

Appeals to decisions regarding revoking or reinstating the right to study according to §§ 28–29 in these degree regulations can be submitted to the committee for student legal protection within 14 days from being served. If the appeal is not accepted by the committee for student legal protection, a student may appeal to the Helsinki Administrative Court (Act 932/2014, § 58).

A decision on revoking the right to study, temporary suspension or suspension from studies can be executed despite an appeal, as long as the Helsinki Administrative Court does not prohibit the execution of the decision (Act 932/2014, § 59).

An appeal over decisions relating to revoking or reinstating the right to study, warnings, temporary suspension or suspension from studies shall be dealt with promptly (Act 932/2014, § 58).

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IV OTHER STUDIES

§ 34 Specialisation Studies

Specialisation studies at Novia is intended to be carried out after a higher education degree by persons who have already been working professionally. Specialisation studies promote professional development and specialisation, aiming at creating competence in areas of expertise lacking education on the open market.

Specialisation studies may be organized only when universities of applied sciences have agreed on the terms. During the agreement process, cooperation will be conducted with representatives for the industry and business community.

Specialisation studies requires that the UAS is a party to an agreement under section 11a paragraph 3, in the Polytechnic act § 6c (Decree 1129/2014, Decree 813/2016). A public list of the agreement on specialisation studies shall be maintained. In order for such an agreement to arise, the contracting parties shall make a majority of the universities of applied sciences providing such education leading to Bachelor's degree, but with an associated qualification title within the field of specialisation studies arranged. The parties representing the working life and the manner in which they have participated in the contract shall be noted in the agreement.

In a specialisation studies agreement, at least the terms of specialisation studies must be agreed upon scope, objectives and target group and the way in which a student will demonstrate his/her expertise. The extent of specialisation studies is at least 30 credits § 3 (Decree 1129/2014, Decree 813/2016).

The curricula for specialisation studies are set by the UAS Management Group.

Application to specialisation studies is done through a separate application process. Students are admitted to specialisation studies by the President on proposal by the Head of Student Services.

§ 35 Studies at the Open UAS

At the Open UAS at Novia UAS it is possible to complete study modules or courses which are part of a degree programme. Based on the Dean's decision, student internships and degree thesis or corresponding development projects within Master's studies can be completed within the Open UAS.

The UAS can stipulate requirements for previously acquired knowledge and/or work experience which are prerequisites for entering studies included in a Bachelor's degree or Master's degree. The Head of Degree Programme decides whether the applicant fulfils the requirements.

The number of participants can be limited. The right to study is valid for the stipulated academic years.

If a person, who has conducted studies at the Open UAS wishes to complete a Bachelor's or a Master's degree, he/she must apply for a study place within the degree programme.

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§ 36 Non-degree Right to Study

Non-degree right to study other independent studies can be granted on application. Applications are processed throughout the academic year. Studies conducted within a non-degree right to study are chargeable. The right to study is limited regarding both time and content. Right to study can be granted for completion of individual courses/study modules, parts of degrees and/or recognition of prior learning.

The students are admitted by the President on proposal by the Head of Student Services. If a person, who has conducted studies within a non-degree right to study wishes to complete a Bachelor's or a Master's degree, he/she must apply for a study place within the degree programme.

§ 37 UAS Diploma

The UAS can issue an UAS diploma for studies which comprise at least 60 credits and form a defined whole.

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V SPECIAL REGULATIONS

§ 38 Demand to Exhibit Extract on Criminal Background or Drug Test Certificate

A student who has commenced his/her studies 1 January 2012 or later within the fields of study determined in Decree 1129/2014, § 11, can be requested to show an extract of their criminal background if the student during his/her studies or student internship is given tasks which entails work among minors to a substantial extent (Act 932/2014, § 25).

The University of Applied Sciences can request that a student exhibits a drug test certificate if there is grounded reason to suspect abuse according to Act 932/2014, § 26. The UAS gives written instructions for the prevention of drug use and intervention in addiction of intoxicants among students.

§ 39 Disciplinary Measures

Students have the right to a safe study environment according to section 31 in the Polytechnics Act 932/2014, where the internal order, uninterrupted studies and safety and wellbeing in the UAS community is promoted. If the safety or order in the study environment is threatened by a single student's acts, disciplinary measures may be taken.

39.1 Request to Leave the Educational Facility

A student who disturbs the lectures, acts violently or threateningly, or endangers someone's health or safety, can be requested to leave the room where lectures are given or an event that is arranged by the UAS. A student can be withheld the right to participate in the education for a maximum of three working days, if there is a safety risk for another student or person working at the UAS, or if their health and safety is endangered by the student's violent or threatening behaviour in another educational facility, or if the lectures or other educational activities are nearly impossible to accomplish due to the student's disturbing behaviour (Act 932/2014, § 38). The President, a teacher or an internship counsellor can act jointly or independently and the actions taken must be registered (Act 932/2014, § 38). The actions taken are reported to the President and the Dean of the educational facility in question. The actions taken are documented so that they can be verified subsequently.

If a student disturbs the order during an examination or other similar assessment situation and if the inappropriate behaviour continues despite reprimand, the supervisor can request that the student leaves the facility. When a student's examination or other performance is disrupted due to cheating or other disturbing behaviour, the supervisor informs the Head of Degree Programme about the reason for the disruption.

39.2 Written Warning

A written warning can be given to a student if he/she disturbs the lectures, acts violently or threateningly, is found guilty of cheating or otherwise disturbs the order of the UAS, refuses to show a certificate of drug test or has abused narcotics according to investigation (Act 932/2014, § 38). Before a case is determined it shall be investigated and the student is given an opportunity to be heard in the matter. The decision to give a student a warning is made by the President (Act 932/2014, § 39).

39.3 Suspension from Studies

A student can be suspended from studies until the student accepts the controls and tests required to determine their state of health in connection to revoking the right to study or until the student agrees to exhibit their extract on criminal background in situations where studies entail extensive work among minors (Act 932/2014, § 38). The decision to suspend a student from their studies is made by the UAS Board (Act 932/2014, § 39).

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At the same time as decisions are taken regarding revoking the right to study, temporary suspension or suspension from studies, it should be decided on enforcement before the decision has gained legal force and on enforcement time.

39.4 Temporary Suspension

Temporary suspension can be given to a student for a maximum of one year, whose action or negligence is serious or if the inappropriate behaviour, which is the reason for the written warning continues (Act 932/2014, §38). Before a case is determined it shall be investigated and the student is given an opportunity to be heard in the matter. The decision to temporarily suspend a student is made by the UAS Board (Act 932/2014, § 39).

At the same time as decisions are taken regarding revoking the right to study, temporary suspension or suspension from studies, it should be decided on enforcement before the decision has gained legal force and on enforcement time.

40 § Separate guidelines

The UAS can, if necessary issue more detailed guidelines on the application of these Degree Regulations.

41 § Enforcement Regulations

The degree regulations has been confirmed by the Board of “Ab Yrkeshögskolan vid Åbo Akademi” on 7 May 2019 and comes into force 8 May 2019.

Bilaga till examensstadgan / Appendix to the Degree Regulations

Examina, utbildningar och examensbenämningar (A-E)

I Statsrådets beslut om tillstånd för yrkeshögskola anges examina och examinas omfattning i studiepoäng samt examensbenämningar. Studierna vid yrkeshögskolan ordnas i form av utbildningar. Yrkeshögskolans styrelse fastställer namnen i denna bilaga till examensstadgan.

Till en examen som har avlagts vid en yrkeshögskola fogas namnet på utbildningsområdet samt examensbenämningen och i fråga om yrkeshögskoleexamen förkortningen YH och i fråga om högre yrkeshögskoleexamen förkortningen högre YH (L 932/2014, 11 §). Andelen praktik för främjandet av yrkesfärdigheten ingår i de studier som leder till yrkeshögskoleexamen är minst 30 studiepoäng (F 1129/2014, 3 §).

Degrees, Degree Programmes and Qualification Titles (A-E)

In the Government decision on license for the UAS, the degrees, qualification titles and their extent in credits are specified. The studies at the UAS are arranged as degree programmes. The names of the degree programmes are stipulated by the UAS Board in this appendix to the Degree Regulations. To a Bachelor's degree completed at a UAS the abbreviation YH is attached to the Swedish qualification title and to a Master's degree completed at a UAS the abbreviation högre YH is attached to the Swedish qualification title (Act 932/2014, § 11). The extent of the practical training included in Bachelor's degree studies, to promote professional skills, is always at least 30 credits (Decree 1129/2014, § 3).

A. Yrkeshögskoleexamina och examensbenämningar/ Bachelor's Degrees and Qualification Titles

Utbildning (omfattning i studiepoäng/praktik anges för de utbildningar som baserar sig på direktiv), ort	Degree Programme (extent in credits/extent of practical training is given if the extent of the practical training is regulated by a directive), location	Examensbenämning	Qualification Title
Yrkeshögskoleexamen inom kultur/Bachelor's Degree in Culture			
Utbildning i bildkonst (240 sp), Jakobstad	Degree Programme in Fine Arts (240 cr), Jakobstad	Bildkonstnär (YH)	Bachelor of Culture and Arts
Utbildning i formgivning (240 sp), Jakobstad	Degree Programme in Design (240 cr), Jakobstad	Formgivare (YH)	Bachelor of Culture and Arts
Utbildning i mediekultur (240 sp), Jakobstad	Degree Programme in Photography (240 cr), Jakobstad	Medianom (YH)	Bachelor of Culture and Arts
Utbildning i musik och scenkonst (240 sp), Jakobstad	Degree Programme in Music and Performing Arts (240 cr), Jakobstad	Musiker (YH) Musikpedagog (YH) Scenkonstpedagog (YH)	Bachelor of Culture and Arts

Utbildning (omfattning i studiepoäng/praktik anges för de utbildningar som baserar sig på direktiv), ort	Degree Programme (extent in credits/extent of practical training is given if the extent of the practical training is regulated by a directive), location	Examensbenämning	Qualification Title
Yrkeshögskoleexamen inom företagsekonomi/Bachelor's Degree in Business Administration			
Utbildning i företagsekonomi (210 sp), Jakobstad, Vasa, Åbo	Degree Programme in Business Administration (210 cr), Jakobstad, Vaasa, Turku	Tradenom (YH)	Bachelor of Business Administration
Yrkeshögskoleexamen inom teknik/Bachelor's Degree in Technology			
Degree Programme in Energy Technology (240 sp), Vasa	Degree Programme in Energy Technology (240 cr), Vaasa	Ingenjör (YH), Bachelor of Engineering	Bachelor of Engineering
Utbildning i byggnads- och samhällsteknik, byggmästare (210 sp), Raseborg	Degree Programme in Construction Management, Construction Manager (210 cr), Raseborg	Byggmästare (YH)	Bachelor of Construction Management
Utbildning i byggnads- och samhällsteknik (240 sp), Raseborg, Vasa	Degree Programme in Civil and Construction Engineering (240 cr), Raseborg, Vaasa	Ingenjör (YH)	Bachelor of Engineering
Utbildning i el- och automationsteknik (240 sp), Vasa	Degree Programme in Electrical Engineering and Automation (240 cr), Vaasa	Ingenjör (YH)	Bachelor of Engineering
Utbildning i lantmäteriteknik (240 sp), Vasa	Degree Programme in Land Surveying (240 cr), Vaasa	Ingenjör (YH)	Bachelor of Engineering
Utbildning i maskin- och produktionsteknik (240 sp), Vasa	Degree Programme in Mechanical and Production Engineering (240 cr), Vaasa	Ingenjör (YH)	Bachelor of Engineering
Utbildning i produktionsekonomi (240 sp), Vasa	Degree Programme in Industrial Management and Engineering (240 cr), Vaasa	Ingenjör (YH)	Bachelor of Engineering
Yrkeshögskoleexamen i sjöfart/Bachelor's Degree in Seafaring			
Degree Programme in Maritime Management, Captain (270 sp/108 sp), Åbo	Degree Programme in Maritime Management, Captain (270 cr/108 cr), Turku	Sjökapten (YH), Bachelor of Maritime Management (*)	Bachelor of Maritime Management (*)
Degree Programme in Maritime Technology (270/108), Åbo	Degree Programme in Maritime Technology (270/108), Turku	Ingenjör (YH), Bachelor of Engineering	Bachelor of Engineering
Utbildning i sjöfart, sjökapten (270 sp/108 sp), Åbo	Degree Programme in Maritime Studies, Master Mariner (270 cr/108 cr), Turku	Sjökapten (YH)	Bachelor of Maritime Management (*)

Utbildning (omfattning i studiepoäng/praktik anges för de utbildningar som baserar sig på direktiv), ort	Degree Programme (extent in credits/extent of practical training is given if the extent of the practical training is regulated by a directive), location	Examensbenämning	Qualification Title
Yrkeshögskoleexamen inom naturbruk/Bachelor's Degree in Natural Resources			
Degree Programme in Sustainable Coastal Management (240 sp), Raseborg	Degree Programme in Sustainable Coastal Management (240 cr), Raseborg	Miljöplanerare (YH), Bachelor of Natural Resources	Bachelor of Natural Resources
Utbildning inom bioekonomi (240 sp), Raseborg	Degree Programme in Bioeconomy (240 cr), Raseborg	Agrolog (YH) Skogsbruksingenjör (YH)	Bachelor of Natural Resources
Yrkeshögskoleexamen inom social- och hälsoområdet/Bachelor's Degree in Health Care and Social Services			
Degree Programme in Nursing (210 sp/75 sp), Vasa	Degree Programme in Nursing (210 cr/75 cr), Vaasa	Sjukskötare (YH), Bachelor of Health Care	Bachelor of Health Care
Utbildning till barnmorska (270 sp/120 sp), Vasa	Degree Programme in Midwifery (270 cr/120 cr), Vaasa	Barnmorska (YH)	Bachelor of Health Care
Utbildning till bioanalytiker (210 sp/75 sp), Vasa	Degree Programme for Biomedical Laboratory Scientists (210 cr/75 cr), Vaasa	Bioanalytiker (YH)	Bachelor of Health Care
Utbildning till hälsovårdare (240 sp/85 sp), Vasa, Åbo	Degree Programme in Public Health Nursing (240 cr/85 cr), Vaasa, Turku	Hälsovårdare (YH)	Bachelor of Health Care
Utbildning till röntgenskötare (210 sp/75 sp), Vasa	Degree Programme in Radiography and Radiotherapy (210 cr/75 cr), Vaasa	Röntgenskötare (YH)	Bachelor of Health Care
Utbildning till sjukskötare (210 sp/75 sp), Vasa, Åbo	Degree Programme in Nursing (210 cr/75 cr), Vaasa, Turku	Sjukskötare (YH)	Bachelor of Health Care
Utbildning till socionom (210 sp/45 sp), Vasa, Åbo, online	Degree Programme in Social Services (210 cr/45 cr), Vaasa, Turku, Online	Socionom (YH)	Bachelor of Social Services
Yrkeshögskoleexamen inom skönhetsbranschen/Bachelor's Degree in Beauty Care			
Utbildning inom skönhetsbranschen (210 sp), Vasa	Degree Programme in Beauty and Cosmetics (210 cr), Vaasa	Estenom (YH)	Bachelor of Beauty and Cosmetics

B. Högre yrkeshögskoleexamina och examensbenämningar/ Master's Degrees and Qualification Titles

Utbildning (omfattning i studiepoäng), ort	Degree Programme (extent in credits), location	Examensbenämning	Qualification Title
Högre yrkeshögskoleexamen inom kultur/Master's Degree in Culture			
Degree Programme in Entrepreneurship in the Arts (60 sp), Jakobstad	Degree Programme in Entrepreneurship in the Arts (60 cr), Jakobstad	Musiker (högre YH), Master of Culture and Arts Bildkonstnär (högre YH), Master of Culture and Arts	Master of Culture and Arts
Högre yrkeshögskoleexamen i teknik/Master's Degree in Technology			
Degree Programme in Automation Technology (60 sp), Vasa	Degree Programme in Automation Technology (60 cr), Vaasa	Ingenjör (högre YH), Master of Engineering	Master of Engineering
Degree Programme in Industrial Management and Engineering (60 sp), Vasa	Degree Programme in Industrial Management and Engineering (60 cr), Vaasa	Ingenjör (högre YH), Master of Engineering	Master of Engineering
Högre yrkeshögskoleexamen i sjöfart/Master's Degree in Seafaring			
Degree Programme in Autonomous Maritime Operations (60 sp), Åbo	Degree Programme in Autonomous Maritime Operations (60 cr), Turku	Ingenjör (högre YH), Master of Engineering	Master of Engineering
Degree Programme in Maritime Management (60 sp), Åbo	Degree Programme in Maritime Management (60 cr), Turku	Ingenjör (högre YH), Master of Engineering Sjökapten (högre YH), Master of Maritime Management (*)	Master of Engineering Master of Maritime Management (*)
Högre yrkeshögskoleexamen inom naturbruk/Master's Degree in Natural Resources			
Degree Programme in Natural Resources Management (60 sp), Raseborg	Degree Programme in Natural Resources Management (60 cr), Raseborg	Agrolog (högre YH), Master of Natural Resources Hortonom (högre YH), Master of Natural Resources Miljöplanerare (högre YH), Master of Natural Resources Skogsbruksingenjör (högre YH), Master of Natural Resources	Master of Natural Resources

Utbildning (omfattning i studiepoäng), ort	Degree Programme (extent in credits), location	Examensbenämning	Qualification Title
Högre yrkeshögskoleexamen inom social- och hälsoområdet/Master's Degree in Health Care and Social Services			
Utbildning inom social- och hälsovård (90 sp), Vasa, Åbo	Degree Programme in Social Services and Health Care (90 cr), Vaasa, Turku	Barnmorska (högre YH) Bioanalytiker (högre YH) Hälsovårdare (högre YH) Röntgenskötare (högre YH) Sjukskötare (högre YH) Socionom (högre YH)	Master of Health Care Master of Social Services
Högre yrkeshögskoleexamen inom kultur/företagsekonomi/turism- och kosthållsbranschen/Master's Degree in Culture/Business Administration/Hospitality Management			
Degree Programme in Leadership and Service Design (60 sp eller 90 sp), Åbo	Degree Programme in Leadership and Service Design (60 or 90 cr), Turku	Formgivare (högre YH), Master of Culture and Arts (60) Restonom (högre YH), Master of Hospitality Management (90) Tradenom (högre YH), Master of Business Administration (90)	Master of Culture and Arts (60) Master of Hospitality Management (90) Master of Business Administration (90)

C. Utgående utbildningsprogram/utbildningar / Terminating Degree Programmes

Utbildning (studiepoäng/praktik), sista antagningsår, ort	Degree Programme (credits/practical training), final admission year, location	Examensbenämning	Qualification Title
Yrkeshögskoleexamen inom det humanistiska området/Bachelor's Degree in Humanities and Education			
Utbildning till samhällspedagog (210/30), Åbo, 2015	Degree Programme for Community Educators (210/30), Turku, 2015	Samhällspedagog (YH)	Bachelor of Humanities
Yrkeshögskoleexamen inom kultur/Bachelor's Degree in Culture			
UP för bildkonst (240/30), Jakobstad, 2013	Degree Programme in Fine Arts (240/30), Jakobstad, 2013	Bildkonstnär (YH)	Bachelor of Culture and Arts

Utbildning (studiepoäng/praktik), sista antagningsår, ort	Degree Programme (credits/practical training), final admission year, location	Examensbenämning	Qualification Title
UP för musik, IA för musikpedagog (270/30), Jakobstad, 2013	Degree Programme in Music, SA for Music Educators (270/30), Jakobstad, 2013	Musikpedagog (YH)	Bachelor of Culture and Arts
Utbildning i scenkonst (240/30), Vasa, 2014	Degree Programme in Performing Arts (240/30), Vaasa, 2014	Dramainstruktör (YH)	Bachelor of Culture and Arts
Utbildning i musik (240/30), Jakobstad, 2016	DP in Music (240/30), Jakobstad, 2016	Musiker (YH) Musikpedagog (YH)	Bachelor of Culture and Arts
Högre yrkeshögskoleexamen inom kultur/Master's Degree in Culture			
Degree Programme in Entrepreneurship in Arts (60/-), Jakobstad, 2015	Degree Programme in Entrepreneurship in Arts (60/-), Jakobstad, 2015	Bildkonstnär (högre YH), Master of Culture and Arts Medianom (högre YH), Master of Culture and Arts	Master of Culture and Arts
Yrkeshögskoleexamen inom företagsekonomi/Bachelor's Degree in Business Administration			
UP i företagsekonomi (210/30), Åbo, 2013	Degree Programme in Business Administration (210/30), Turku, 2013	Tradenom (YH)	Bachelor of Business Administration
UP i informationsbehandling (210/30), Raseborg, 2013	Degree Programme in Business Information Technology (210/30), Raseborg, 2013	Tradenom (YH)	Bachelor of Business Administration
Yrkeshögskoleexamen inom företagsekonomi/Bachelor's Degree in Business Administration			
Utbildning i informationsbehandling (210/30), Raseborg, 2015	Degree Programme in Business Information Technology (210/30), Raseborg, 2015	Tradenom (YH)	Bachelor of Business Administration
Yrkeshögskoleexamen inom teknik/Bachelor's Degree in Technology			
UP i informationsteknik (240/30), Vasa, 2013	Degree Programme in Information Technology (240/30), Vaasa, 2013	Ingenjör (YH)	Bachelor of Engineering
UP för byggnadsteknik (240/30 eller 60), Vasa, Raseborg, 2013	Degree Programme in Construction Engineering (240/30 or 60), Vaasa, Raseborg, 2013	Ingenjör (YH)	Bachelor of Engineering

Utbildning (studiepoäng/praktik), sista antagningsår, ort	Degree Programme (credits/practical training), final admission year, location	Examensbenämning	Qualification Title
UP för elektroteknik (240/30), Vasa, 2013	Degree Programme in Electrical Engineering (240/30), Vaasa, 2013	Ingenjör (YH)	Bachelor of Engineering
UP för informationsteknik (240/30), Vasa, 2013	Degree Programme in Information Technology (240/30), Vaasa, 2013	Ingenjör (YH)	Bachelor of Engineering
UP för lantmåteriteknik (240/30), Vasa, 2013	Degree Programme in Land Surveying (240/30), Vaasa, 2013	Ingenjör (YH)	Bachelor of Engineering
UP för maskin- och produktionsteknik (240/30 eller 60), Vasa, 2013	Degree Programme in Mechanical and Production Engineering (240/30 or 60), Vaasa, 2013	Ingenjör (YH)	Bachelor of Engineering
UP för produktionsekonomi (240/30), Vasa, 2013	Degree Programme in Industrial Management (240/30), Vaasa, 2013	Ingenjör (YH)	Bachelor of Engineering
Utbildning inom byggnads- och samhällsteknik, lantmåteri (240/30), Vasa, 2015	Degree Programme in Civil and Construction Engineering, Land Surveying (240/30), Vaasa, 2015	Ingenjör (YH)	Bachelor of Engineering
Degree Programme in Environmental Engineering (240/30), Vasa, 2013	Degree Programme in Environmental Engineering (240/30), Vaasa, 2013	Ingenjör (YH), Bachelor of Engineering	Bachelor of Engineering
Degree Programme in Energy and Environmental Engineering (240/30), Vasa, 2018	Degree Programme in Energy and Environmental Engineering (240/30), Vaasa, 2018	Ingenjör (YH), Bachelor of Engineering	Bachelor of Engineering
Högre yrkeshögskoleexamen i teknik/Master's Degree in Technology			
Utbildning i teknologibaserat ledarskap (60/-), Vasa, 2018	Degree Programme in Technology Based Management (60/-), Vaasa, 2018	Ingenjör (högre YH)	Master of Engineering
Yrkeshögskoleexamen i sjöfart/Bachelor's Degree in Seafaring			
UP för sjöfart (270/60), Åbo, 2013	Degree Programme in Maritime Studies (270/60), Turku, 2013	Sjökapten (YH)	Bachelor of Maritime Management (*)
Degree Programme in Maritime Management (270/108), Åbo, 2015	Degree Programme in Maritime Management (270/108), Turku, 2015	Sjökapten (YH), Bachelor of Maritime Management (*)	Bachelor of Maritime Management (*)

Utbildning (studiepoäng/praktik), sista antagningsår, ort	Degree Programme (credits/practical training), final admission year, location	Examensbenämning	Qualification Title
Yrkeshögskoleexamen inom naturbruk/Bachelor's Degree in Natural Resources			
UP för landsbygdsnäringarna och landskapsplanering, IA för trädgårdsnäring (240/30), Raseborg, 2012	Degree Programme in Rural Industries and Landscape Planning and Design, SA in Horticultural Production (240/30), Raseborg, 2012	Hortonom (YH)	Bachelor of Natural Resources
UP för naturbruk och miljö (240/30), Raseborg, 2013	Degree Programme in Natural Resources and the Environment (240/30), Raseborg, 2013	Agrolog (YH) Hortonom (YH) Miljöplanerare (YH) Skogsbruksingenjör (YH)	Bachelor of Natural Resources
Utbildning inom naturbruk och miljö (240/30), Raseborg, 2015	Degree Programme in Natural Resources and the Environment (240/30), Raseborg, 2015	Agrolog (YH) Hortonom (YH) Miljöplanerare (YH) Skogsbruksingenjör (YH)	Bachelor of Natural Resources
Högre yrkeshögskoleexamen inom naturbruk/Master's Degree in Natural Resources			
Degree Programme in Natural Resource Management (60/-), Raseborg, 2017	Degree Programme in Natural Resource Management (60/-), Raseborg, 2017	Agrolog (högre YH), Master of Natural Resources Hortonom (högre YH), Master of Natural Resources Miljöplanerare (högre YH), Master of Natural Resources Skogsbruksingenjör (högre YH), Master of Natural Resources	Master of Natural Resources
Yrkeshögskoleexamen inom social- och hälsoområdet/Bachelor's Degree in Health Care and Social Services			
UP för vård, IA för barnmorskearbete (270/120), Vasa, 2013	Degree Programme in Nursing, SA for Midwives (270/120), Vaasa, 2013	Barnmorska (YH)	Bachelor of Health Care
UP för vård, IA i hälsovård (240/85), Vasa, Åbo, 2013	Degree Programme in Nursing, SA in Health Care (240/85), Vaasa, Turku, 2013	Hälsovårdare (YH)	Bachelor of Health Care
UP för vård, IA i vårdarbete (210/75), Vasa, Åbo, 2013	Degree Programme in Nursing, SA in Nursing (210/75), Vaasa, Turku, 2013	Sjukskötare (YH)	Bachelor of Health Care

Utbildning (studiepoäng/praktik), sista antagningsår, ort	Degree Programme (credits/practical training), final admission year, location	Examensbenämning	Qualification Title
Yrkeshögskoleexamen inom social- och hälsoområdet/Bachelor's Degree in Health Care and Social Services			
UP för det sociala området (210/45), Vasa, Åbo, 2013	Degree Programme in Social Services (210/45), Vaasa, Turku, 2013	Socionom (YH)	Bachelor of Social Services
Yrkeshögskoleexamen inom skönhetsbranschen/Bachelor's Degree in Beauty and Cosmetics			
UP för skönhetsbranschen (210/30), Vasa, 2013	Degree Programme in Beauty and Cosmetics (210/30), Vaasa, 2013	Estenom (YH)	Bachelor of Beauty and Cosmetics
Utbildning (studiepoäng/praktik), sista antagningsår, ort	Degree Programme (credits/practical training), final admission year, location	Examensbenämning	Qualification Title
Yrkeshögskoleexamen inom turism- och kosthållsbranschen/Bachelor's Degree in Hospitality Management			
Utbildning inom turism (210/30), Åbo, 2015	Degree Programme in Tourism Management (210/30), Turku, 2015	Restonom (YH)	Bachelor of Hospitality Management

D. Uppdragsutbildningar/Contract Education

Utbildning (omfattning i studiepoäng/praktik anges för de utbildningar som baserar sig på direktiv), ort	Degree Programme (extent in credits/extent of practical training is given if the extent of the practical training is regulated by a directive), location	Examensbenämning	Qualification Title
Yrkeshögskoleexamen i sjöfart/ Bachelor's Degree in Seafaring			
Degree Programme in Maritime Electrotechnical Engineering (270 sp/108 sp), Filippinerna	Degree Programme in Maritime Electrotechnical Engineering (270 cr/108 cr), the Philippines	Ingenjör (YH), Bachelor of Engineering	Bachelor of Engineering

E. Specialiseringsutbildningar/ Specialisation Studies

Utbildning (omfattning i studiepoäng), ort	Education (extent in credits), location
Specialiseringsutbildning inom bioekonomi (30 sp), Raseborg	Specialisation Studies in Bioeconomy (30 cr), Raseborg
Specialiseringsutbildning i scenkonst (30 sp), Jakobstad/Åbo	Specialisation Studies in Performing Arts (30 cr), Jakobstad/Turku
Specialiseringsutbildning i barnskyddsarbete (30 sp), Vasa/Åbo	Specialisation Studies in Child Protection Work (30 cr), Vaasa/Turku
Specialiseringsutbildning inom mental- och missbrukarvård (30 sp), Vasa/Åbo	Specialisation Studies in Mental and Substance Abuse Care (30 cr), Vaasa/Turku

* Examensbenämningen var Bachelor of Marine Technology/Master of Marine Technology före den 1.8.2018. / Prior to 1st of August 2018 the qualification title was Bachelor of Marine Technology/Master of Marine Technology.