

Regulations for admission and rankings of Master degree programmes at UiS

The admissions regulations take effect from and including the 2014/2015 academic year. Amendments to the Education Committee held 18.09.2013, with effect from and including admissions for the 2014/2015 academic year.

Pursuant to the Act of Universities and Colleges § 3-6 and § 3-7 and Regulations on Requirements for Master's Degrees, issued by the Ministry of Education 01.12.2005 § 2.

§ 1 Scope

These regulations apply to admissions to Master's degrees worth 120 credits and to experience-based Master's degrees worth 90 - 120 credits. Admissions to Master's degree programmes at the Institute for Music and Dance follow separate admissions regulations.

§ 2 Admission

In order to gain admissions to a Master's degree worth 120 credits or an experience-based Master's degree worth 90 - 120 credits, the student must, in addition to fulfilling basic academic requirements, demonstrate the following:

a) achieved a Bachelor's degree, cand.mag. degree, other degree or completed 3 years' higher education (180 credits) or education in accordance with § 3-4 Law of universities and colleges that is equivalent to the aforementioned degrees or qualifications.

b) any subjects, topics and subject groups specified in the supplementary regulations for each individual Master's degree programme, cf. § 3, and set out in the curriculum for the relevant Master's degree.

c) any specific minimum academic requirements set out in the supplementary regulations for each Master's degree programme, cf. § 3, and specified in the study programme for the current Master's programme.

d) in order to be granted admission to a discipline or career-based Master's degree programme consisting of 120 credits, the applicant must satisfy the requirements outlined in point a. In addition, the applicant must fulfill requirements of specialization in the relevant subject or subject group with a minimum of 80 credits or integrated education with a minimum of 120 credits within the relevant subject area for the Master's degree programme.

e) in order to be granted admission to a work experience-based Master's degree programme consisting of 90 or 120 credits, the applicant must satisfy the requirements outlined in § 2 point a, and if necessary points b and c. In addition, the applicant must have completed at

least 2 years' relevant work experience. The faculty will define what is considered relevant work experience and has the authority to establish requirements for further work experience.

f) Applicants with a foreign education background must document knowledge of the Norwegian language equivalent to the requirements of the national regulations for admission to higher education § 2-2 and supplementary regulations cf. § 3. The university establishes minimum requirements for documentation of English proficiency in accordance with the GSU list.

g) For admission to English-taught master studies, where there exists an admissions framework for both local and international admissions, candidates not holding Norwegian identity number must apply for international admission. Candidates with a Norwegian identity number, as well as Nordic citizens with education from a Nordic country, must apply for local admission.

§ 3 Further regulations

The Faculty establishes detailed requirements for admission to each Master's degree programme, including any minimum academic requirements and any required philosophicum exams and facultatum exams or equivalent academic content including quota regulations. All Master's programmes will have an admissions committee. The committee can assess and rank applications on the basis of special assessment, validation, and applications with foreign education and other matters relations to whether other courses of study may be of accepted equivalency. Further rules will be determined by the faculty. Supplementary regulations may further establish weighting of marks and rankings. Final admission is approved by the Dean.

§ 4 Conditional admission

Should there be fewer applicants than study places, applicants who do not fulfill the admissions requirements can be granted conditional admission provided that they are missing up to no more than 10 credits*. In the supplementary regulations, cf. § 3, it can be specified which parts of the admissions requirements applicants can lack in order to be granted conditional admission. Missing exams must be completed within 1 year.

Applicants living abroad with a foreign educational background are not eligible for conditional admission.

§ 5-1 Ranking of applicants based on a Norwegian academic background

a) Applicants are ranked based on the average of exam results which constitute the basis for admissions as described in § 2 a.

b) The following conversion scale is the basis for calculating rankings scores:

A=5 points
B=4 points
C=3 points
D=2 points
E=1 points

c) The following conversion scale is used as the basis for calculating total points in the ranking of applicants with numerical grades:

1,0 – 1,9 = 5 points
2,0 – 2,5 = 4 points
2,6 – 3,0 = 3 points
3,1 – 3,5 = 2 points
3,6 – 4,0 = 1 points

d) When ranking applicants with pass/fail grades or equivalent, 3,5 points will be allocated for each passed exam.

e) For each 60 credits earned beyond the admissions requirement, an additional 0,1 points will be granted up to a maximum of 0,2 points.

f) An additional 0,1 points will be granted per year for relevant work experience, up to a maximum of 0,2 points, cf. § 2

g) In the instance that there are multiple applicants with the same number of admissions points, the faculty will decide whether the applicants will be ranked by age or by a lottery system.

h) For those applicants granted conditional admission, cf. § 4, missing exams will be not be included in the calculation of points outlined in section g.

§ 5-2 Ranking of applicants based on a foreign academic background

The admissions committee will rank the applicants with discretion based on § 5-2 point a. Point b may also be used to determine the rankings.

- a) The applicant's academic proof of all exam results which satisfies the admission requirements as described in § 2a and supplementary guidelines cf. § 3.
- b) Relevant work experience gained during and after studies which provides a basis for admissions cf. 2a.
- c) Balanced composition of the candidate's academic background as relevant to the individual Master degree programme.
- d) Quality of the educational institution where the education needed to fulfill admissions requirements was completed.

- e) Students who have, in level or scope, completed a similar or equivalent Master degree programme will not be prioritized.
- f) In the instance that there are multiple applicants with similar ranking, the faculty will decide whether the applicants will be ranked by age or by a lottery system.
- g) The faculty may adopt supplementary ranking regulations cf. § 3.

§ 6 The ranking of applicants which are ranked according to § 5-1 for experience-based Master degree programmes

Applicants are ranked as outlined in § 5. Extra points are nevertheless awarded only for relevant work experience beyond the admissions requirements outlined in § 2 point e. An additional 0,1 points will be granted per year for relevant work experience, up to a maximum of 0,2 points.

§ 7 Admission outside the ranking regulations

Up to 10% of applicants may be granted admission beyond the provisions outlined in § 5-1. Exceptions include if the candidates are evaluated using a different grading scale than that laid out in § 5-1 b – d, documented illness, disability or other circumstances which give reason to conclude that the exam results do not provide an accurate account of the applicant's qualifications.

Candidates with a foreign academic background living abroad may be granted admission outside the ranking regulations outlined in § 5-2. This may apply to applicants seeking admission for one of the following reasons:

- Applicants to the Quota Programme
- Applicants to other humanitarian scholarships
- Applicants who are recruited by academic or institutional networks

§ 8 Application deadlines and early decisions of admissions outcomes

Application deadlines for various applicant groups and deadlines for requests of early decisions are determined by the university. Early decisions of admissions outcomes may be granted to candidates who satisfy the following criteria:

- satisfy all the admissions requirements at the time of applying
- would have, with certainty, been granted admission in the preceding admission year
- have documented proof of need for his/her early application outcome results

Up to 30% of the study places can be allocated to applicants requesting early outcome results. Applicants living abroad with a foreign academic background are not granted early decisions of admissions outcomes.

§ 9 Documentation

The university will establish deadlines for submission and possible redirection of documents, in which manner, and how the documentation should be submitted.

§ 10 Deferment of study

Awarded study places can be deferred to the following year if a valid reason can be documented. Further delay will not be granted.

*This may be due to outdated study programmes and may in a transitional period be extended to 12 credits.