

# Supplementary Rules for Admission to Individual Courses at the University of Stavanger

*Adopted by the Education Committee at the University of Stavanger pursuant to the Regulations on Admission to Studies and Courses at the University of Stavanger, adopted by the Board of the University of Stavanger on 18 October 2018. Last amended by the Education Committee on 13 November 2024.*

## **§ 1 Scope**

These supplementary rules apply to admission to individual courses at the University of Stavanger and serve as a supplement to the Regulations on Admission to Studies and Courses at the University of Stavanger.

## **§ 2 General Information on Admission to Individual Courses**

- A. Applications may be submitted for all courses listed as open. Exceptions may apply to courses with limited capacity due to the use of laboratories or supervision. These courses may have restricted admission or no admission at all, as they are primarily reserved for students enrolled in a study program.
- B. Admission is only granted to courses that are both taught and examined in the relevant semester. For courses spanning two semesters, admission must be sought in the semester when teaching begins. There is no admission in the second teaching semester.
- C. If additional requirements apply, these must be specified in the course description (e.g., prerequisites, special admission requirements).

## **§ 3 Admission Requirements**

The admission requirements for individual courses are stated in the course description.

### **§ 3.1 Language Requirements**

- A. If the individual course is part of an English-language program, the same English proficiency requirements apply as for international master's programs.
- B. If the individual course is part of a Norwegian-language program only, the same Norwegian and English language requirements apply as stated in the Regulations on Admission to Higher Education.

## **§ 4 Documentation Requirements for Applications to Individual Courses**

- A. The applicant is responsible for documenting prior education and ensuring that all requirements described in the admission rules are met.

- B. Higher education must be documented with a diploma and transcript showing the number of years, grades, and weighting.
- C. Foreign diplomas must also include a description of the grading and weighting system. This may be a printout from the internet (in English), with a clear reference to where the information can be verified.
- D. Foreign documentation must also be accompanied by an approved English translation.
- E. All documents must be uploaded to SøknadsWeb by the application deadline. Original documents may be requested. Documents submitted or uploaded after the deadline will not be considered.

### **§ 5 Ranking**

- A. For open courses, all qualified applicants will be offered admission.
- B. For courses with limited capacity, applicants will be ranked by the time of application unless otherwise decided.
- C. Applicants with documented prior learning (realkompetanse) will be assessed and ranked individually by an admissions committee.

### **§ 6 Entry into Force**

These rules enter into force starting with admission to individual courses in autumn 2019.