

STUDY REGULATIONS AT THE NORWEGIAN UNIVERSITY OF LIFE SCIENCES (UMB)

with supplementary provisions

Established by the Board of the Norwegian University of Life Sciences (UMB) on 15 June 2006 pursuant to provisions on the University and College Act of 1 April 2005 no. 15, Sections 3-3, 3-4, 3-5, 3-8, 3-10 and 4-2. Last revised on 23 November 2011.

(Supplementary provisions in italics, approved by the Committee for Course Programmes on 7 June 2006. Last revised on 23 November 2011)

Chapter 1: Scope of the Regulations

Section 1-1 The rules and regulations apply to all studies at the Norwegian University of Life Sciences (UMB).

Chapter 2: Authority Regarding Regulations

Section 2-1 The Committee for Course Programmes can approve supplementary provisions to these regulations.

Chapter 3: Division of the Academic Year

Section 3-1 The academic year is divided into the following terms and periods:

Autumn semester:

- Start of semester ca. week 33, Monday
- August block period ca. weeks 33, 34, 35
- Block period exams ca. week 36, Monday
- Autumn parallel period ca. from Tuesday in week 36 to Friday in week 49
- Examination period ca. weeks 50 - 51
- End of semester ca. week 51, Friday morning

Spring semester:

- Resits / postponed exams ca. week 1
- Start of semester ca. week 2, Monday
- January block period ca. weeks 2, 3, 4
- Block period exams ca. week 5, Monday
- Spring parallel period ca. from Tuesday in week 5 to Friday in week 19
- Examination period ca. weeks 20 – 21
- Resits / postponed exams ca. week 22
- June block period ca. weeks 23, 24, 25 and 26
- Block period exams ca. Friday in weeks 24, 25 and 26
- End of semester ca. week 26, Friday

Section 3-2 The expected work load for students at UMB is 60 credits per year.

Section 3-3 The Committee for Course Programmes determines the matriculation date.

Section 3-4 UMB has two (2) hours without scheduled class work per week, intended for student political work.

Supplementary Provisions for Chapter 3

Ad. 3-1 No teaching is given from the Monday before Easter until the Tuesday after Easter (inclusive).

If there are holidays within the examination period, the exam period is extended accordingly (the block and parallel periods, however, are not extended).

The dates for block period exams apply to centrally administered, final exams. If there is a need for more than one day of examinations for final exams, such exams are normally held on Fridays at 2 pm within the block period.

The first Wednesday in the August block is the registration deadline and the withdrawal deadline for courses starting in the August block.

1 September - Registration deadline for:

- courses starting in the autumn parallel
- bachelor's / master's thesis

1 November - Withdrawal deadline for:

- courses ending in the autumn parallel
- bachelor's / master's thesis

1 December - Registration deadline and the withdrawal deadline for:

- courses with resits / postponed exams in January

1 December - Registration deadline for:

- courses starting in the January block

The first Wednesday in the January block is the withdrawal deadline for courses ending in the January block.

1 February - Registration deadline for:

- courses starting in the spring parallel
- bachelor's / master's thesis

1 March - Registration deadline for:

- courses with resits / postponed exams in May

1 April - Withdrawal deadline for:

- courses ending in the spring parallel
- bachelor's / master's thesis
- courses with resits / postponed exams in May

1 April - Registration deadline for:

- courses starting in the June block

1 May - Withdrawal deadline for:

- courses ending in the June block

Ad. 3-2 This is equivalent to 30 student working hours per credit and about 1800 hours per year.

Ad. 3-4 The period from noon to 2 pm on Wednesdays is reserved for student political work during all teaching periods, with the possible exception of field courses, excursions and laboratory courses in the block periods.

No teaching is given during the spring and autumn general assemblies (held from noon to 4 pm on the Wednesdays in weeks 18 and 48).

Chapter 4: Establishment and Discontinuation of Study Programmes and Courses

Section 4-1 The University Board approves the establishment and discontinuation of study programmes, based on proposals put forth by the education committees and recommendation from the Committee for Course Programmes. The Committee for Course Programmes can determine changes of a study programme's structure, if the changes apply to less than one half of the compulsory courses, or if the changes are not significant for the study programme's structure.

Section 4-2 The departments establish and discontinue courses in accordance with rules issued by the Committee for Course Programmes.

Section 4-3 Lessons can be cancelled if fewer students register for a course than the minimum number stated in the course description.

Chapter 5: Course Curricula

Section 5-1 The Committee for Course Programmes approves the curricula for the various study programmes, based on proposals put forth by the education committees.

Section 5-2 Course curricula shall be described according to the rules determined by the Committee for Course Programmes.

Supplementary Provisions for Chapter 5

Ad. 5-2 Course curricula are to present information about study objectives, credits, prerequisites, expected workloads for different study activities, as well as teaching and assessment forms. Each study programme's course curriculum must state if up to 10 credits of 100-level courses can be approved as part of the 2-year Master's programme. If such courses can be approved, their course code and title must be listed.

Changes in the course catalogue approved by the University Board or the Committee for Course Programmes will be included in the electronically published course curricula. In that case, the electronic version is valid.

Chapter 6: Course Descriptions

Section 6-1 UMB compiles and provides access to a general overview of all courses offered at the university. The courses shall be described according to rules determined by the Committee for Course Programmes.

Section 6-2 The departments approve course descriptions.

Section 6-3 Each course shall be assigned at least five (5) credits, or a multiple of five (5) credits.

Section 6-4 Each course shall be given a unique and descriptive title.

Section 6-5 Courses shall be assigned course codes according to the following model: a combination of three or four letters and three digits. The first digit denotes the course level. The letter code is assigned by the departments, and should be logically related to the courses' scientific contents.

Supplementary Provisions for Chapter 6

Ad. 6-1 *Courses shall be described in detail and present information about study objectives, credits, prerequisites, expected student workloads and teaching and assessment forms.*

Any changes in course descriptions during the academic year, such as assessment form, the number of credits or in which semester they will be held – changes to which all registered students have given their written consent – will be corrected in the electronic version. The electronic version will always be valid.

Chapter 7: Educational Plans

Section 7-1 In cooperation with UMB, students admitted to studies of 60 credits or more shall prepare individual educational plans in the course of their first semester. These plans shall contain a general and an individual part.

Section 7-2 General part. The educational plan shall contain information about provisions linked to the university's responsibilities and obligations towards the student, and the student's responsibilities and obligations towards the university and co-students, including the consequences of any violation of these provisions.

Section 7-3 Individual part. The educational plan shall state to which study programme the student has been admitted. The educational plan shall show the curriculum and the progress of the student's planned educational programme, including if and when a study abroad period (or exchange with a domestic university) is planned.

Section 7-4 The educational plan can be revised and must be confirmed by the student each semester within deadlines determined by the Committee for Course Programmes.

Section 7-5 Students with the right to study that are registered as students at UMB, can apply for a leave of absence for one or two complete semesters (maximum one year). Leaves of absence for more than one year can be granted, e.g., in the case of illness, pregnancy, military or compulsory community service, or other crucial reasons. Applications for leaves of absence are submitted to, and granted by the education committee of the institute which is responsible for the study programme in which the student is enrolled

Section 7-6 When granted a leave of absence, a student loses his/her rights regarding selected courses in which the student's access already had been confirmed.

Supplementary Provisions for Chapter 7

Ad. 7-4: *It is the student's responsibility, in cooperation with the department, to prepare, change and obtain approval of the education plan.*

Deadlines for semester registration and confirmation of study plans are 1st of September / 1st of February. Certificates will be automatically printed out when all courses in a completed study plan are completed and passed satisfactorily.

***Ad. 7-5:** A leave of absence can only be granted after completion of the first semester of 1-year programmes, bachelor's and master's degree programmes, respectively, and only if the student has successfully completed at least 15 credits within the study programme in question.*

If leave of absence is granted after a student has signed a final thesis contract, an agreement between the student and his/her thesis adviser has to be made.

Chapter 8: Compulsory Activities

Section 8-1: Compulsory activities include work that shall be approved, conducted by the student while a course is in progress (cf. supplementary provisions for Chapter 3 of the *Examination Regulations at the Norwegian University of Life Sciences*). Activities can be approved during the teaching period or after course lessons have been completed. Compulsory activities can consist of one or several activities, such as:

- locally arranged written or oral examinations
- project assignments
- compulsory term papers
- laboratory exercises
- collections (plants, etc.)
- participation on excursions, incl. a rapport when required
- practical experience, incl. a rapport when required
- compulsory attendance

Section 8-2: Compulsory practical experience must be recorded as a separate course in the educational plan. UMB is responsible for finding relevant work placement opportunities

Supplementary Provisions for Chapter 8

***Ad. 8-1:** The course responsible must send a list of students with approved compulsory activities in the course to the department administration. The compulsory activities shall be registered in FS (joint data system for administration of studies at Norwegian universities and colleges) before the exam protocol/grades are sent to the Department of Academic Affairs. The unit's administration is responsible for registering the compulsory activities in FS.*

Chapter 9: Excursions and other Instruction

Section 9-1 Excursions can be set up as independent courses with credits.

Section 9-2 Excursions lasting several days shall normally be arranged during block periods.

Section 9-3 For students with compulsory excursions, extra expenses for travel and lodging shall be covered by the department in charge of the course.

Chapter 10: Independent Study

Section 10-1 Before a student starts conducting independent study, an agreement must be made between the student and the department. The agreement must be approved by the department

responsible for the study project. The agreement must state the assignment's level, scope and assessment form, contain a work schedule, and clarify responsibilities regarding supervision of the project's written and any practical (laboratory) work.

Supplementary Provisions for Chapter 10

Ad. 10-1: *A student can be assigned five (5) credits or a multiple of five (5) credits for independent study. A student can carry out independent study at both the Bachelor's, the Master's and the Doctoral level.*

Independent study can be carried out by a single student or a group (maximum four students per independent study assignment).

The field of independent study must clearly lie within the area of a department's expertise and teaching capacity. Two or more departments can cooperate on independent study. It is the student adviser's responsibility to make sure that students have a sufficient academic background.

It is the department's responsibility to make sure that the assigned work load corresponds to the number of credits stated in the agreement. When several students carry out a project together, its workload must be increased correspondingly. The number of credits assigned to a project cannot be increased while the independent study is in progress.

Assignments must be delivered before the last day of the semester in the current study period.

For independent study, the grading deadline is 3 weeks (15 working days) after the last day of teaching.

The completed project is listed on the grade transcript as "Independent study", including its title, number of credits and grade.

Chapter 11: Study Exchange

Section 11-1: As part of his/her regular studies at UMB, a student has the opportunity to earn credits at foreign or other Norwegian universities, colleges and schools. Such a study exchange period can include one or several courses included in the educational plan, as well as practical experience, individual course work and theses graded at UMB. The study exchange period must be approved beforehand by the department.

After returning to UMB, the student must apply for final approval of the courses taken during the exchange period.

Section 11-2: UMB shall support student exchange activities by providing general information about cooperation agreements, funding opportunities and insurance schemes.

Supplementary Provisions for Chapter 11

Ad. 11-1: *The department decides on how many of the credits earned during study exchange can be included in the student's study programme at UMB, in accordance with the Rules and Regulations for Awarding Bachelor's Degrees at UMB Chapter 4, Section 4-2: "In order to be awarded a Bachelor's degree by UMB, a student must have taken course exams amounting to a study load of at least 60 credits at UMB". The same applies to the Master's degree.*

Chapter 12: Bachelor's and Master's Degree Theses

Section 12-1 The Bachelor's degree can include an individual thesis of 15 credits (B.Sc. thesis).

Master's degrees of 120 and 300 credits must include an individual thesis (M.Sc. thesis).

These individual theses can be one of the following:

- M.Sc. thesis – 30 credits
- M.Sc. thesis – 60 credits

Section 12-2 The B.Sc. thesis shall show the student's deeper understanding and independence within the degree's subject area.

Section 12-3 The M.Sc. thesis shall show the student's understanding, reflection, maturity and analytical ability. The thesis shall train the student to identify problems within one of the study programme's scientific fields and to analyse and treat them with a scientific approach. Furthermore, the thesis shall train the student in scientific writing.

The scope of the M.Sc. thesis is determined as part of the curriculum for the specific study programme, see Section 12-1.

The M.Sc. thesis shall be discussed in an oral examination, cf. Chapter 6 in the Examination Regulations at the Norwegian University of Life Sciences. The examination can additionally include a special syllabus.

Section 12-4 The responsible department appoints a head supervisor and possible additional supervisors for each thesis. Supervisors are obliged to scientifically and methodologically review the student's work.

Supplementary Provisions for Chapter 12

Ad. 12-1: Upon proposal by the education committee, the Committee for Course Programmes determines the scope of a M.Sc. thesis, choosing between the following possibilities:

- 30-credit thesis
- 60-credit thesis
- Joint decision on scope of M.Sc. thesis (30 or 60 credits) by student and supervisor at the start of the student's study programme.

The department is obliged to give the student correct and sufficient information about working on a thesis before the work commences, in accordance with the instructions for guidance related to conducting Master's level theses.

UMB shall provide thesis supervisors with an introduction to student counselling.

Deadlines for submission and grading of theses:

The deadline for the submission of theses is 15.00 on 15 May, alternatively 15.45 on 15 December. The oral examination shall be held within the deadline for announcing results, which is six (6) weeks after the deadline for submitting theses at master's level. The deadline for the oral examination for theses also applies from the stipulated deadline for theses with deferred deadlines.

If the deadline falls on a Saturday, Sunday or other holiday, the deadline is postponed to the first working day thereafter.

The 6-week deadline for posting thesis grades is calculated from the above-mentioned submission deadlines.

If the thesis is not submitted within the deadline, and approved postponement cannot be confirmed in writing, the student(s) has (have) used one of three possible attempts. The attempt will be recorded in the examination protocol.

Extended deadline:

The board of the department (with which the student(s) is (are) associated for his/her/their thesis work) can in certain cases, and in response to a well-founded application, extend the submission deadline.

- *For a thesis with original submission deadline 15 May, the extended submission deadline is: 15 August.*
- *For a thesis with original submission deadline 15 December, the extended submission deadline is: 15 March.*

In addition to the mentioned deadlines, the rules governing the cancellation of thesis submission and later submission (in following semesters) apply.

The 6-week deadline for posting thesis grades is calculated from the above-mentioned submission deadlines.

A student (or students) shall submit an application for extended submission deadline to the department which the student(s) is (are) linked to during their thesis work. The application must include a recommendation by the student's or students' supervisor(s).

An extended deadline cannot be granted for reasons that should have been anticipated by student(s) or supervisor. Applications without copies of a proposed work schedule revision and a renewed contract between student(s), supervisor and department shall automatically be rejected.

An application for extended deadline shall be submitted no later than one (1) month before the original deadline. The student(s) is (are) to be notified in writing of the outcome of the application. A copy of the reply shall be sent to the supervisor.

Applications for extended deadlines submitted less than one (1) month before the original deadline will not be approved, other than in urgent cases, e.g., if a doctor's certificate for the period in question can be provided.

Resubmission of thesis:

If the thesis is given a "fail" mark, it can be revised and resubmitted for renewed grading, however, no earlier than three (3) months after the previous result was announced.

If the thesis is not submitted before the deadline, it cannot be submitted for grading until at least three (3) months after the original deadline. For students with approved extended submission deadlines, the thesis cannot be submitted for grading until at least three (3) months after the extended submission deadline.

In such cases, a new contract and project plan must be prepared.

The resubmission of a thesis that has been given a "pass" mark is not permitted.

Ad. 12-3 Special syllabus and oral presentation of Master's level theses.

As a supplement to the Master's thesis, the student and supervisor can compile a theoretical syllabus of 5, 10 or 15 credits that goes beyond the curriculum of regular courses taught at UMB.

As a rule, the special syllabus must be at the 300 level, or, in exceptional cases, at the 200 level. The special syllabus shall be stipulated at the start of the thesis work, and it must be read in parallel to the ongoing work. The exam in the special syllabus shall be taken at the same time as the oral discussion of the thesis.

The special syllabus shall enable additional scientific expertise in connection with the thesis work. This may consist of additional specialization in the field or a broader overview in a subject than enabled by the regular curriculum at

UMB. If the special syllabus is included in the M.Sc. thesis's reference list, the study of this syllabus must imply a significant extension of what otherwise would be expected regarding thesis reference study. In general, either the head or an additional supervisor shall act as the student's adviser for the special syllabus.

An agreement on special syllabus must be approved by the department/ education committee responsible for the field covered by the thesis. The agreement must be signed by student and supervisor.

The student's department is responsible for announcing the date and location for the oral discussion of the thesis. For thesis determined confidential, date and location of the oral discussion are not made public.

If all that remains is for the student to submit the degree thesis and it is submitted before 1 August/ 1 February, the student is not required to register for a new semester.

Ad. 12-4: Thesis supervision

A thesis is written in a study programme's final phase. Throughout their thesis work, students shall be supervised by scientific staff with expertise within the field covered by the thesis.

The head supervisor must be employed in an academic position or as an Adjunct Professor or Adjunct Associate Professor at UMB. In those cases where there are several supervisors, the division of responsibilities among them must be clearly stated in the agreement.

Usually, a supervisor is obliged to supply the student with:

- 20 hours of supervision, including grading of B.Sc. thesis.
- 40 hours of supervision, including grading of 30-credit M.Sc. thesis.
- 80 hours of supervision, including grading of 60-credit M.Sc. thesis.

The department shall approve the choice of subject and supervisor(s) for each student, and is responsible for informing the appropriate education committee. The responsible department shall ensure that each supervisor observes his/ her counselling commitments. The department is in charge of immediately appointing new supervisor(s) in case of long-term illness, leave of absence, etc.

Thesis cooperation

If two or more students wish to conduct their thesis work in cooperation, either partially or completely, this needs to be approved by the department/ education committee. Any thesis cooperation must be described in detail in the master's thesis agreement, including a specification of each student's rights in case the cooperation is discontinued before the thesis is completed.

Use of research results, publication, departmental affiliation

The main language of the thesis shall be Norwegian, Swedish, Danish or English. Other main language can be accepted if approved in advance by the supervisor(s) and examiner. If the main language is Norwegian, Swedish or Danish, the thesis shall have an abstract in both the main language and in English.

As a rule, three – 3 – printed and bound copies of the degree thesis shall be submitted, as well as an electronic version in PDF format. The thesis shall be published using the official UMB title page design. The cover of the thesis must show that the thesis has been written as a degree thesis at UMB by including the name of the degree, UMB's logo and the name of the department.

By agreement, the PDF version of the thesis will be published in BRAGE, UMB's open institutional archive, after it has been awarded a pass mark (A-E). Before publication in BRAGE or prior to other publication of the thesis/part of the degree thesis, the student must be notified and accredited in the publications. Both the students

and the responsible department have rights to the thesis. Reproduction and distribution in channels other than BRAGE must be approved by both parties.

In special cases, publication of the thesis can be barred (postponed) for a period of up to five years. In such cases, a separate agreement must be entered into on the prescribed form that has been prepared by the Department of Academic Affairs. The agreement must be signed by the student(s), supervisor(s), head of department at UMB and head of the institution / enterprise. Postponement for a period longer than five years shall be decided by the University Board on application. The application must state the grounds for the postponement. UMB reserves the right to use the thesis' title on grade transcript/diplomas.

Agreement and project plan

Supervisor and student(s) shall jointly prepare an agreement and an appropriate project plan (work schedule and cost estimate) for the implementation of the thesis project. The agreement must be approved by the responsible department before the thesis project work commences. The agreement and the project plan shall be issued as a single document.

Chapter 13: Right to Study

Section 13-1: Those students accepting the admission at UMB offered to them have the right to study at UMB. Rights linked to a study programme are, e.g., the right to tuition, group lessons, access to necessary learning tools, laboratory courses and organized counselling.

Section 13-2: Students with the right to study at UMB are obliged to register each semester within the announced deadlines.

For students that have formulated an educational plan, their registration shall fix and confirm the information in the plan for the current semester.

All other students are equally obliged to register.

Registration enables access to the resources UMB offers to students so that they can complete their courses in the current semester.

Section 13-3: The right to study on the study programme to which the student was admitted terminates:

- when the student fulfils the requirements for being awarded the degree diploma, or
- if the student has not paid the semester fee and has not confirmed his/her education plan by the applicable deadline, or
- if, within the course of one year, there have been no activities in the form of completed credits, granted leave of absence or studies abroad, or
- when the student's progress is 60 credits behind the nominal length of study
- when the student him/herself confirms in writing that he/she drops out of the study programme before having completed it.

Students admitted to individual courses are granted a limited right to study up to one year beyond the regular time allowed for the course(s).

A student who has lost the right to study can apply for readmission.

Supplementary Provisions to Chapter 13

Ad. 13-1 Students with the right to study at UMB are given an e-mail address. All information from UMB to the students is only sent to this address.

Ad. 13-3 Students who at the end of a semester carry over more than 30 credits in relation to the academic progression stated in their educational plan, will be contacted by their educational supervisor before 1 February/ 1 September. The supervisor and student shall jointly agree on the changes to be made to the student's individual educational plan so that the plan henceforth can be considered valid.

Exceptions from the rule of termination are decided by the Head of Education in consultation with the Director of Academic Affairs. Applications for an extension of the study period must be submitted before acceptable arrears have been exceeded (60 credits behind the nominal length of study in relation to the student's individual education plan), and they must be well-founded and documented.

Chapter 14: Language used for Information

Section 14-1: UMB commits itself to provide information about all rules and regulations, study programmes and courses in Norwegian and English.

Supplementary Provisions for Chapter 14

Ad. 14-1 This information shall be accessible via UMB's website. Any evaluation in the case of disagreement due to the interpretation of texts or doubts regarding their contents shall be based on the Norwegian text.

Chapter 15: Credit Reduction

Section 15-1 Students taking examinations in courses whose scientific contents overlap either partially or completely, will be awarded fewer credits in total for the courses in question. The extent of the credit reduction is decided by the departments, following a proposal by the departments offering the courses, and shall be stated in the course descriptions.

Chapter 16: Approval of Credits Earned at other Educational Institutions

Section 16-1 Degrees, courses or course groups taken at other educational institutions, which shall replace equivalent courses or course groups at UMB, shall be awarded to the student with the same amount of credits; however, with those limitations as stated in the rules and regulations regarding the requirements for the Bachelor's degree at UMB Section 4-2 and in the corresponding requirements for the Master's degree.

UMB shall make sure that credits are not given twice for courses with the same scientific contents, in accordance with the revised University and College Act, Section 3-4.

Supplementary provisions for Chapter 16

Ad. 16.1 The ban on the re-use of credits applies only within a degree. In other words, if the subject meets some of the requirements for completing a new degree or new professional training, the re-use of a subject from previous degrees is no hindrance to including it in a new degree or new professional training.

Chapter 17: Transfer to Another Study Programme

Section 17-1 Students can apply for transfer to another study programme.

Supplementary Provisions for Chapter 17

Ad. 17.1 *Application for transfer to another study programme shall be submitted to the respective education committee. Application deadline: 01 December (comes into effect as of 01. January the following year), and 01 June (comes into effect as of 01 August present year).*

When transferring to another study programme, a student is required to take all courses that are compulsory for the programme the student has transferred to. Students requiring individual adaptation must formulate a revised educational plan, which must be approved by the supervisor or education committee.

Main criteria for granting transfers:

- *There must be vacancies on the study programme the student wishes to transfer to. Furthermore, the student must meet the academic prerequisites required for first-year admission to that study programme.*
- *Students applying for transfer in the course of their first semester of studies at UMB, are ranked according to their grades ("admission points") at admission. Students applying for transfer later in their studies are ranked by the education committee according to guidelines compiled by the departments' education committees.*

Chapter 18: Non-degree students and Guest Students

Section 18-1 Non-degree students' rights at UMB are limited to following public lectures and access to examinations in accordance with the University and College Act. Lectures are defined as knowledge dissemination to the entire group of students following a course, during which student activities are generally limited to occasional questions and comments. The department responsible for a course can grant non-degree students access to non-public instruction.

Section 18-2 Non-degree students can be denied access to examinations if the course descriptions show that the course requires compulsory instruction, practical work or submission of term papers. These activities must furthermore be part of the study programme's objective, and represent a specific expertise that cannot be assessed by ordinary examinations.

Section 18-3 Non-degree students must register for exams before a fixed deadline. The registration must be accompanied by documentation of fulfilling the general and, if applicable, special admission requirements to universities and colleges (*higher education entrance qualification*).

Section 18-4 The University Board can determine that non-degree students shall pay examination fees, in accordance with the University and College Act Section 3-10. In order to be admitted to examinations, non-degree students must have paid any such exam fees before a fixed deadline.

Section 18-5 Non-degree students pay semester fees in accordance with the provisions of the Organization of Pupil and Student Welfare Act (*Lov om organisering av velferd for elever og studenter med forskrifter*). Non-degree students that have paid semester fees, have the right to receive a student ID, including the semester card (receipt for paid fees). The semester card of non-degree students shall state that they only have right to access to examinations according to Section 3-10 of the University and College Act.

Section 18-6 Guest students at UMB, that have come as a result of any (cooperation, exchange, etc.) agreement, have the same rights to follow instruction and take exams as regular students.

Chapter 19: Intermediate Regulations for the Transition from Old to New Degree Structure

Section 19-1 Students will be awarded the Bachelor's or Master's degree, if they fulfil the requirements for these degrees on 01 August 2003 or later. From 1 July 2005, students no longer have the opportunity to complete the Cand.mag. degree at UMB.

Section 19-2 A student cannot be awarded both the Bachelor's and the Cand.mag. degree (up to 30 June 2005) for the same education/study programme, even if the scope of the studies required for awarding a Cand.mag. degree exceeds the requirements for the Bachelor's degree.

Section 19-3 Students who have completed studies and taken exams in considerable parts of their study programmes as of 01 August 2003 ("considerable parts" are defined as: having taken all compulsory exams or having made a final thesis agreement), are given the opportunity to complete one of the degrees Cand.agric, Sivilingeniør or Cand.scient. until 30 June 2007. Effective from 1 July 2007, the aforementioned degrees at UMB will no longer be awarded.

Chapter 20: Suspension and Expulsion

Section 20-1 A student who, in spite of a written warning issued by the University Board repeatedly behaves in manner that severely disturbs co-students or other activities at UMB, can, by decision of the Board's Complaints Committee, be suspended from specifically designated areas of the institution for a period of up to one year. If a student, in spite of a written warning issued by the University Board still fails to respect such suspension, the Board's Complaints Committee can expel the student from the university for a period of up to one year.

Section 20-2 A decision regarding suspension or expulsion of a student must be made with at least a two-thirds majority. A student has the right to lodge complaints against such a decision, in accordance with the provisions of the Public Administration Act (*forvaltningsloven*). The administrative appeal body is the Ministry of Education and Research or a separate appeal body appointed by the Ministry.

Chapter 21: Entry into Force

Section 21-1 Entry into force

These regulations enter into force on 1 August 2006.