

**SAVONIA UNIVERSITY OF APPLIED
SCIENCES
DEGREE REGULATIONS
VALID FROM 1 JANUARY 2022**

APPROVED: Savonia ammattikorkeakoulu Oy - University of Applied Sciences Ltd Board of Directors 22 November 2021 (7 §)

The following rules and regulations apply to the planning, organisation and delivery of qualifications and studies:

- Recommendation of the European Parliament and of the Council on the European Qualifications Framework for lifelong learning 2017/C189/03
- the European Qualifications Framework for Universities of Applied Sciences (L932/2014), as subsequently amended
- Government Decree on Universities of Applied Sciences (A1129/2014)
- Government Decree on fees for the activities of universities of applied sciences (A1440/2014)
- National Framework of Qualifications and other Competences (L93/2017; A120/2017)
- Regulations of Savonia University of Applied Sciences
- Degree Regulations of Savonia University of Applied Sciences
- Disciplinary Regulations of Savonia University of Applied Sciences
- Act (L559/1994) and Decree (A564/1994) on Professional Personnel in the Social and Health Sector
- Directive 2005/36/EC of the European Parliament and of the Council on the recognition of professional qualifications and the Act on the recognition of professional qualifications based on it (L1384/2015)
- The European Federation of National Engineering Associations (FEANI) standards for the mutual recognition of degrees
- Ministerial regulations in the field of engineering and technology, as subsequently amended.

The Degree Regulations lay down rules and guidelines on qualifications, degree programmes, curricula, studies, supervision of studies, participation in teaching, admission of other studies, traineeships, thesis, assessment and certification.

The Degree Regulations are subject for approval by The Board of Savonia University of Applied Sciences Ltd.

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Chapter 1: Education

1 § Savonia UAS's educational mission and responsibility for education

It is the duty of Savonia University of Applied Sciences to provide higher education based on the requirements of working life and its development, on research, as well as on artistic and cultural premises for professional expert tasks and to support the professional growth of students. It is also the duty of Savonia University of Applied Sciences to pursue applied research activities, development and innovation activities as well as artistic activities that serve instruction at Savonia, promote working life and regional development and reshape the regional business structure. When carrying out its tasks, Savonia University of Applied Sciences shall provide opportunities for lifelong learning. (Decree 1168/2018)

The educational responsibilities of Savonia UAS are laid down in its operating licence. The educational responsibilities cover the following fields of education, degrees and associated degree titles:

Bachelor's degree in cultural studies; designer (AMK), dance teacher (AMK), music educator (AMK)

Bachelor's degree in natural resources; agrolologist (AMK)

Bachelor's in hospitality, tourism and catering, restonomi (AMK)

Bachelor's degree in social and health care; bioanalyst (AMK), paramedic (AMK), physiotherapist (AMK), midwife (AMK), radiographer (AMK), certified nurse (AMK), social worker (AMK), oral hygienist (AMK), nurse (AMK)

Bachelor's degree in engineering; engineer (AMK), building architect (AMK), master builder (AMK)

Bachelor's degree in business administration; tradenomi – BBA (AMK).

*) AMK = UAS

Savonia has the possibility to award higher university of applied sciences degrees and their associated degree titles in accordance with its educational responsibilities. The degree title is determined by the field of education responsible for the degree/training programme (Act 932/2014, section 11).

Furthermore, within the scope of the educational mission assigned to it, Savonia University of Applied Sciences provides education containing parts of degrees as open studies or as other separate studies, specialisation studies, as well as other adult and continuing education. There are separate instructions for specialisation studies, open studies and continuing education. When necessary, Savonia shall provide immigrants with education that comprises language skills and other skills needed for studying at a university of applied sciences. (Act 932/2014, section 10)

Finnish is the language of instruction and degrees at Savonia University of Applied Sciences. Studies in the second national language and foreign language are regulated by the Government Decree on the Universities of Applied Sciences (Decree 1129/2014). The Finnish degree programmes also include English-language courses or parts thereof. In addition, English and Swedish may be used as the language of instruction.

English is the language of instruction and degrees in foreign-language degree programmes. These studies may also include courses or parts of courses in Finnish or Swedish so as to support integration into the Finnish working life. A student studying in a foreign-language degree programme may incorporate at most 30 ECTS credits of studies in Finnish or Swedish in Bachelor's degree programmes and up to 10 ECTS credits at most in a Master's Degree Programme.

A degree student shall take the maturity test on the thesis in Finnish or Swedish in accordance with section 8 of the Decree on the Universities of Applied Sciences. If the student's language of school education is other than Finnish or Swedish, or if the student has completed his or her compulsory education outside Finland, he or she shall take the maturity test in Finnish or English. (Decree 1129/2014, sections 7 and 8)

Savonia University of Applied Sciences is in charge of the quality of the education it offers and for its continuous development. Instruction at Savonia is public. For a justifiable reason, access to follow instruction may be restricted. (Act 564/2009, section 9; Act 351/2003, section 16)

2 § Objectives of studies leading to a degree

Degree programmes are organised as degree programmes (in 2013 or earlier as education programmes), which can be divided into directions. The detailed objectives and structure of the studies for each programme are set out in the curriculum.

The studies leading to a bachelor's degree include basic and vocational studies, work placements to develop professional skills, a thesis and optional/elective studies. At least 30 ECTS credits of practical training are included in the studies (Decree 1129/2014 § 3).

The aim of the studies is that the graduate has:

- 1) comprehensive basic practical knowledge and skills and theoretical foundations for working life in a professional capacity in their field;
- 2) the ability to monitor and contribute to the development of their professional field;
- 3) the capacity to develop one's professional skills and to engage in lifelong learning;
- 4) sufficient communication and language skills for the tasks of the field and for international activities and cooperation.

(Decree 1129/2014, section 4).

A Master's degree consists of advanced professional studies, elective studies and a Master's thesis. The aim of the Master-level studies is that the graduate has:

- 1) comprehensive and in-depth knowledge as well as the theoretical skills required for the development of working life in demanding expert and managerial duties;
- 2) an in-depth idea of the respective field, its position in working life and its societal role and ability to follow and analyse the development of scientific information and professional practices in the respective field;
- 3) ability for lifelong learning and continuous personal professional development,
- 4) good communication and language skills for tasks in his or her field and for international activities and cooperation.

(Decree 1129/2014, section 5)

3 § Scope of the degree programmes and extent of studies

The scope of the degree programmes leading to a Bachelor's degree at Savonia is either 210, 240 or 270 ECTS credits. The scope of the degree programmes leading to a Master's degree is either 60 or 90 ECTS credits (Decree 1129/2014, section 3).

A student has the right to pursue studies leading to a Bachelor's or Master's degree in accordance with the respective degree programme and its curriculum as well as grounds laid down in the Degree Regulations (Act 932/2014, section 14).

A study plan is drawn up and approved for the student in accordance with the scope of the degree. Studies exceeding the scope of the degree may be accepted in the study plan if they do not extend the study time corresponding to the scope of the degree. Students have the opportunity to complete their studies and update their knowledge after graduation at an open university of applied sciences.

The system of measuring studies is based on the concept of an ECTS credit.

Courses are graded according to the amount of work they require. The average workload of 1600 hours required to complete one academic year is equivalent to 60 credits.

4 § Number of students and degree objective

The agreement between Savonia UAS and the Ministry of Education and Culture defines the degree objectives by field of study. The Board of Savonia-ammattikorkeakoulu Oy shall decide on the number of students to be admitted to the University of Applied Sciences.

Chapter 2: Selection of students

5 § Student intake and admission criteria

The allocation of starting places to fields of study by subject is determined annually by the Head of the Result Unit. The general criteria for student selection are decided by the Director of Student Services. Applicants may be divided into separate groups on the basis of their educational background. Candidates belonging to the same group are subject to uniform selection criteria. Some of the study places applied for may be reserved for persons who have not previously completed a higher education degree under the Finnish education system and who have not accepted a study place leading to a higher education degree. (Act 932/2014, section 29)

6 § Eligibility to apply for degree programmes at universities of applied sciences

The Director of Student Services decides on the eligibility of applicants for degree courses. Eligibility for university of applied sciences studies is defined in the University of Applied Sciences Act (Act 932/2014, section 25).

7 § Organisation of student selection

In degree programmes, student selection is organised by means of joint and separate calls for applications from higher education institutions. (Act 932/2014, section 28). In the selection of students, the conditions for admission, accessibility and access to information on the selection of students, as required by sections 25, 26 and 27 of Act L932/2014, are complied with.

The Director of the Result Unit admits students to the degree programmes in their area of responsibility in accordance with the criteria for joint selection and different selection criteria, on the basis of a presentation by the Director of Student Services.

The accepted student must notify the Savonia UAS of his/her acceptance within the deadline specified in the admission notice, otherwise he/she will lose his/her place. Savonia will enter the information about the acceptance of the study place in the register of higher education institutions. An applicant may be admitted to several applications in the first joint university call and to only one application in the second joint university call and in the autumn joint university call. (Act 932/2014, section 28)

The selected student must submit copies of the school and work certificates used in the

application in the manner determined by Savonia UAS. The student must present the original certificates on request. The originals of the foreign school and work certificates used in the application must always be presented. The UAS may cancel the student selection if the candidate does not submit the requested copies of certificates or original certificates within the deadline, or if he/she would not have been invited to the selection test on the basis of the certificates used in the application, or if he/she would not have been selected in the final selection, or if he/she has given false information about himself/herself.

8 § Correction of information on the acceptance of a place of study

The notification of admission is binding and cannot be modified or withdrawn by the applicant. An admission notification can only be corrected if the authority has acted incorrectly before the accepted student has accepted the study place. (Act 434/2003).

§ 9 Transfer application from another higher education institution

Students who transfer their study rights from another higher education institution to Savonia UAS may also be admitted to the UAS. Transfer is possible if the student's study period is sufficient (+1 year taken into account) to complete the degree and there are free places in the degree programme. It is possible to transfer from Finnish-language education to English-language education or vice versa, but in this case, the provisions of § 1 of the Degree Regulations concerning teaching and examination language must be observed. When transferring to a degree programme where the language of instruction and examination is different from that of the degree programme from which the student is transferring, the student's language proficiency may be assessed as part of the admission procedure.

Applications are processed by the Applicant Services and the decision to admit a transfer student is taken by the Head of Studies.

The admission of a transfer student is conditional until the student leaves the previous institution and his/her academic record is reviewed. In addition, the transfer student's educational background and work experience will be checked for suitability for the degree programme applied for.

The UAS has the right to obtain from the applicant for a transfer student in the field of social welfare and health, the health information required for the assessment of admission, as well as information from the other UAS on any pending proceedings for the withdrawal of the right to study.

10 § Application for transfer within a university of applied sciences

A student at Savonia University of Applied Sciences may transfer within Savonia to another degree programme. It is possible to transfer from daytime education to multiform education, or vice versa. The student can transfer from Finnish-language education to English-language education, or vice versa, however, in compliance with the rules in Section 1 of the Degree Regulations on the language of instruction and degrees. In transfers from one degree programme to another, each with instruction in different language, the proficiency of a student in the language of the new degree programme can be evaluated as a part of the accreditation process of previous studies.

Transfer is possible if the transferring student has sufficient study time (+1 year taken into account) to complete the degree and there are places available in the degree programme. In addition, the Master's degree (YAMK) student will be checked for the suitability of his/her basic education and work experience for the degree programme applied for. Decisions on internal transfer student admissions are taken by the Head of Studies of the host degree programme.

11 § Selection as a Savonia double degree student

The selection of international double degree students is based on the principles described in the "Principles of International Double Degrees at Savonia".

12 § Separate applications

The UAS may organise separate applications for a limited target group of students for whom the eligibility and selection criteria have been determined separately by the UAS and for which the application cannot be organised within the joint application timetable.

13 § Applying for a correction of a student selection decision

The applicant may apply in writing to the Savonia UAS Board of Studies within 14 days of the publication of the results of the selection process for a correction to the decision on admission.

14 § Barriers to admission on the grounds of unsuitability and safety (social and health care)

The applicant's state of health or functional capacity cannot be an obstacle to admission as a student. However, a student may not be admitted to the field of social and health care if he or she has a medical or functional disability which makes him or her incapable of carrying out practical tasks or training related to the studies because of the safety requirements of the

studies. An additional condition is that the impediment cannot be removed by reasonable efforts. A previous withdrawal of the right to study on these grounds may also prevent admission. Candidates will be informed at the selection stage of any obstacles to admission.

Chapter 3: Enrolment

15 § Education leading to a university degree (bachelor AMK and master YAMK)

A person who has been accepted as a student and who has declared that he/she wishes to accept a place of study shall register with the UAS in the manner prescribed by the UAS, after which he/she shall be registered as a student. After accepting a place of study, a student may register as absent if he/she is in his/her first academic year:

- 1) is performing compulsory military service under the Conscription Act (1438/2007), the Civilian Service Act (1446/2007) or the Voluntary Military Service for Women Act (194/1995);
- 2) is on maternity, paternity or parental leave; or
- 3) is incapable of starting a course of study due to his/her own illness or disability.

Every academic year, the student must register as present or absent in the manner prescribed by the UAS. When registering, it is the student's responsibility to check their name, address and municipality of residence. Students may, for justified reasons, change their registration during the academic year (Act 932/2014, section 29). Students who register as absent should take into account that the course may end completely or not be re-offered for several years.

Chapter 4: Study entitlement

16 § Full-time study

Full-time students are those studying for a degree.

Full-time studies are studies aimed at obtaining a university degree. Other higher education studies are full-time if they amount to an average of at least five ECTS credits per month of study. (Act 65/1994, section 5a, Decree 869/2017)

§ 17 Period of study

A. Education leading to a Bachelor's degree AMK

Students shall complete their studies in a period longer than one academic year. The student may be absent for a total of two semesters on the basis of a notification of absence. (Act 932/2014, section 30.) This period does not count in the maximum duration of studies. Students who started their studies before 1 August 2015 may be absent for a total of two academic years on the basis of a notification of absence.

B. Education leading to a Master's degree YAMK

A student in a Master's degree programme must complete his/her studies in two (2) years for a 60-credit programme and in three (3) years for a 90-credit programme.

C. Transfer students

The duration of a transfer student's study entitlement and non-attendance entitlement shall be verified prior to his or her admission. A transfer student's regular duration of studies and study entitlement shall begin on the day when he or she accepted the study place at the previous university of applied sciences. When calculating the duration of the study entitlement, the student's periods of attendance and non-attendance shall be taken into consideration.

D. Other types of education

The Savonia UAS may carry out other courses in accordance with its educational responsibilities, where the period of study rights is determined on a course-by-course basis.

18 § Forfeiture and renewal of study entitlement**A. Failure to enrol and reapplication for study rights**

If a student does not enrol by the deadline, he or she shall lose his or her study entitlement and cannot pursue studies other than open studies in the university of applied sciences. If the student wants to begin or continue studies later, he or she shall re-apply for study entitlement. (Act 932/2014, section 32)

If a tuition fee liable student does not pay the fee by the stipulated date and does not register as a non-attending student, he or she is considered to have neglected enrolment. The neglect of enrolment and payment of the fee by the due date leads to the forfeiture of the student entitlement. The renewal of the right to study is subject to payment of the tuition fee and the application fee in accordance with the Regulation. The tuition fee liability applies to all semesters for which the student has enrolled as an attending student. The Finnish Immigration Service will be informed of the forfeiture of the study entitlement.

Applications for the renewal of the study entitlement shall be made by submitting the application form and the appendices to the Student Services. The decision on the renewal of study entitlement shall be made by the Director of the Result Unit. A fee of 50 euros shall be charged for the processing of the application (Decree 1440/2014, section 3).

B. End of the period of study and application for an extension

A student who has not completed his or her studies within the normative duration of study (section 18) shall lose his or her study entitlement and be filed as a resigned student. The University of Applied Sciences allows the student who has not completed his/her studies within the time laid out in section 30, upon application, extra time to complete his/her studies if he/she presents a viable and target-oriented plan for completion of his/her studies. In the plan the student should identify the studies he/she intends to complete along with a timetable for completion of his/her studies. (Act 932/2014 section 30a). An application for additional study

time can only be made if the student is missing a maximum of 60 credits from the bachelor's degree and 30 credits from the master's degree. You can apply for additional study time using the online application form. A fee of 50 euros shall be charged for the processing of the application (Decree 1440/2014, section 3). In education leading to a degree, the decision on the extension shall be made by the Director of Student Services. An extension can be applied only once and it is granted for a maximum of one year. Students cannot register as absent during the extension period.

C. Withdrawal and re-enrolment

A student's resignation shall be considered valid from the date when the student submitted a duly dated and signed form of resignation to Savonia University of Applied Sciences or when his or her normative duration of study expired. If a student previously enrolled at Savonia and subsequently resigned, or a student filed as a resigned student, wishes to resume his or her studies later, he or she shall apply for the renewal of the study entitlement at Savonia University of Applied Sciences. A student who has resigned from another higher education institution can also apply for the renewal of the study entitlement at Savonia.

The study entitlement may only be renewed for the same or equivalent degree programme for which the student had his or her earlier study entitlement. The study entitlement from a Finnish-language programme can be transferred to an English-language programme or vice versa within the rules on language of instruction and degree laid down in Section 1 of the Degree Regulations. Not more than 60 ECTS credits may be missing from a Bachelor's degree and 30 ECTS credits from a Master's degree. If more completed studies are missing, the student shall be instructed to pursue studies at the Open University of Applied Sciences until the above mentioned requirement for the renewal of the study entitlement is met.

The application for re-awarded study rights is made on the form provided for this purpose and accompanied by the relevant annexes. The application shall be submitted to the Student Services. A fee of EUR 50 is charged for processing the application (Act 1440/2014, section 3). The decision to grant the right to study is taken by the Head of the Result Unit.

When a student's right to study is re-awarded, the student is granted a new right to study and a period of study deemed sufficient to complete the studies or the remaining period of study from the former right to study. Students who have obtained a study permit through this procedure shall not be able to register as absent.

D. Suspension, withdrawal and reinstatement of the right to study on the grounds set out in Act L932/2014, sections 33-35 (Solutions of unfitness to study/SORA legislation)

Suspension, withdrawal and reinstatement of study rights on the grounds of unfitness for studies, health and fitness, criminal record or concealment of the withdrawal of a previous study right are governed by a separate Code of procedural instructions.

19 § Application for rectification in matters of study rights

If a student is not satisfied with the decision on forfeiture of the study entitlement or on extension of the duration of study, he or she can submit a claim for rectification to the Student Affairs Committee within 14 days following notification of the decision (Act 932/2014, section 57).

A student can challenge a decision on the withdrawal or restitution of the study entitlement made on grounds specified in section 25 of Act 953/2011 in the Committee for the Legal Protection of Students appointed by the Ministry of Education and request a rectification pursuant to section 42 of Act 953/2011.

Chapter 5: Study

20 § Curricula

The curricula of degree programmes are in accordance with the European Qualifications Framework (EQF) and the National Qualifications Framework (NQF). The curricula are competence-based and the studies and related teaching are organised in modules. The curricula describe how the student's expertise develops towards the competence objectives of the qualification and how the modules are arranged in the different years and semesters of study.

The development and structure of the curricula is guided by procedural instructions. The curriculum is approved by the Head of the Result Unit on the basis of a proposal from the Director of Education. As a general rule, students follow the curriculum of their starting year. Students may be directed to follow a curriculum started at another time, for example because of curricular changes during their period of absence or because of the approval of a broad range of competences.

21 § Teaching and organisation of studies

The organisation, resourcing and development of teaching and learning are the responsibility of the heads of the result units in accordance with the strategy and implementation programmes of Savonia and other guidelines and policies of Savonia. Finnish-language education leading to a Bachelor's or Master's degree is free of charge. In accordance with section 13 of the Act on the Universities of Applied Sciences, the university of applied sciences shall collect a fee of at least 1,500 euros per academic year from a student admitted to education leading to a Bachelor's or Master's degree provided in a language other than Finnish or Swedish. However, this fee shall not be collected from a citizen of a state belonging to the European Economic Area, nor from a person who, according to an agreement concluded by

the European Union and its Member States with another contracting party, is regarded as equivalent to a citizen of the European Union, nor from family members of such persons. Furthermore, the fee shall not be collected from a person holding an EU Blue Card referred to in the Aliens Act, a continuous or permanent residence permit or an EU residence permit for third-country nationals with long-term EU resident status, nor from family members of such persons. Family members shall be determined in accordance with the Aliens Act. The fee shall also not be collected from a student participating in contract education referred to in section 13.

With a separate decision, the President/Rector shall confirm the tuition fees to be collected, as well as the amounts and award criteria of scholarships to be granted to support students participating in degree programmes subject to fees.

At the Finnish universities of applied sciences, the academic year starts on 1 August and ends on 31 July. Instruction shall be given in periods determined by Savonia University of Applied Sciences. The Director of Education of Savonia University of Applied Sciences shall annually decide on the schedules of the academic year. The academic year is divided into the autumn, spring and summer semesters.

The organisation of studies is based on the OIS approach (Open Innovation Space), according to which studying includes parts implemented in cooperation with working life. The Directors of Education are in charge of the annual planning of instruction and studying in the degree programmes.

Courses included in degree studies shall be subject to implementation plans where the practical course arrangements are described. In these plans, the students' responsibility to attend instruction is agreed upon.

22 § Student guidance and individual study and career plan (HOPS/ISCP)

The aim of study and guidance and counselling is to develop the student's competence and ensure the smooth progress of his/her studies. Continuous, comprehensive guidance and early support throughout the studies promote the student's well-being and learning ability.

The student is entitled to student counselling throughout his or her studies. The student shall assume responsibility for the progress of his or her studies and participate in student counselling. During his or her studies, the student shall prepare an individual study and career plan (ISCP) corresponding to the scope of the degree. The student's ISCP shall be formed on the basis of the degree structure, the curriculum and the student's choices. At Savonia, the objectives, content and central players of student counselling are described in Savonia's overall counselling plan.

23 § Accreditation of studies and competences

Students may submit studies and training included in the degree for credit by means of studies of the same level, equivalent training, work experience or other competences acquired in a more recent period and corresponding to the objectives of the curriculum.

The aim is to enable students to use their prior learning or learning acquired during the course of the qualification as part of the qualification, regardless of where it was acquired.

The identification and validation of competences is governed by specific guidelines.

24 § Assessment of competences

Evaluation steers and ensures the attainment of the student's competence objectives. The evaluation criteria shall be based on the objectives of each course and presented at the beginning of the course as part of the course implementation. The student also has the right to be informed of the application of the evaluation criteria to his or her study performance.

The student shall have the evaluation of his or her study performance entered in the information system of the student administration within one month, and the evaluation of his or her thesis within one month following submission of the thesis for final examination. Feedback on studies completed in June and July, as well as evaluation of such studies, can be entered in the information system of the student administration in August. Due to the follow-up of the progress of studies and to the compilation of statistics, the completion date shall, however, be in the previous academic year. The time for evaluating study performances submitted in December may be shorter due to statistical reporting.

Study performances shall be evaluated on the following grading scale (valid for the students who begin their studies on 1 August 2011 or later): excellent (5), very good (4), good (3), satisfactory (2), sufficient (1), fail (0), pass (S), transferred credits (H). However, transferred studies which have been completed earlier at Savonia shall be entered in the information system of the student administration with the original grade given to the student; the same applies to entering studies implemented in cooperation with partner institutions. Grades of courses which are completed or for which credits have been transferred shall not be removed from the study record.

Upon a failed study performance, the student is entitled to at least two resits in the manner defined in the degree programme. If the student cannot achieve an accepted grade after taking the specified number of resits, he or she shall retake the course and complete it in accordance with the competence objectives applicable during the course.

The student is entitled to attempt to improve an approved course grade once within a year from the actual performance. It is not possible to improve the grade given for the thesis.

25 § Claim for rectification of course evaluations

If a student is not satisfied with the evaluation of his or her study performance or with the transfer of credits earned previously, he or she can submit an oral or written claim for rectification to the teacher in charge of the evaluation or credit transfer within 14 days of the date when the student had an opportunity to be informed of the results of the evaluation and of the application of the evaluation criteria to his or her study performance.

A response to the claim for rectification shall be given within 14 days following receipt of the claim. If the student is still not satisfied with the decision, he or she can submit a written request for rectification to the Board of Examiners within 14 days following notification of the decision.

The Board of Examiners shall take up the request within 30 days following receipt of the claim with the exception of claims received in June and July that shall be taken up in September at the latest.

The chairperson and other members (2) of the Board of Examiners and their personal deputies shall be appointed by the Board of Savonia University of Applied Sciences Ltd.

26 § Language skills of students

Pursuant to section 7 of the Polytechnic Studies Decree, a student shall demonstrate, by means of his or her studies included in the degree or by other means, that he or she has achieved a knowledge of Finnish and Swedish corresponding to the language skill requirements applied to State personnel in bilingual authorities pursuant to the Act on the Knowledge of

Languages Required of Personnel in Public Bodies (424/2003, section 6) as well as written and oral skills of one or two foreign languages that are necessary for professional activity and professional development.

The above-mentioned requirement applies neither to a student whose language of compulsory education was other than Finnish or Swedish nor to a student who has completed his or her compulsory education outside Finland. Language skill requirements applied to such students shall be decided upon by the Director of Education upon proposal by the respective Study Counsellor.

On special grounds, Savonia University of Applied Sciences can exempt a student from language skill requirements partly or entirely. Special grounds can, for example, be the fact that the student has not previously studied the required language at all or that the student is diagnosed with a severe disorder related to language learning. A student partially exempted from language studies is required to earn an equivalent number of ECTS credits from studies of other languages. A student completely exempted from language studies is required to earn an equivalent number of ECTS credits from other studies. The student shall submit an application

presenting the specific grounds for exemption from language skills requirements. Upon proposal by the respective Study Counsellor, the decision on the exemption from language skill requirements on special grounds shall be made by the Director of Education.

Study performance in the studies of the second national language completed after 1 January 2005 shall be evaluated on the following scale: good (4–5), satisfactory (1–3). As regards the second national language, the grade for the oral skills shall also be marked in the certificates of students who began their studies on 1 August 2007 or later.

27 § Student's right to a safe learning environment and student discipline

Students have the right to a safe learning environment. They are bound by Savonia's disciplinary regulations. Student discipline and a student's right to a safe learning environment are subject to sections 31 and 38 of Act 932/2014.

28 § Certificates

Upon completing all the studies included in the degree, the student shall apply for the degree certificate by using a relevant application form.

Savonia University of Applied Sciences shall grant the student a certificate indicating the Bachelor's degree, the qualification title, the name of the degree programme and possible specialisation option, the studies included in the degree, their extent, the title of the thesis and the grade given for it as well as the student's language skills. Language skills demonstrated by the student pursuant to Act 424/2003 (section 6) shall be indicated in the degree certificate; other language studies shall be entered in the transcript of records. As regards the second national language, the grade for the oral skills shall also be marked in the certificates of students who began their studies on 1 August 2007 or later.

The Master's degree certificate indicates the degree, the qualification title, the name of the degree programme and possible specialisation option, the studies included in the degree, their extent, the title of the thesis and the grade given for it.

A Finnish-language transcript of records and a Diploma Supplement shall be attached to the degree certificate. The Diploma Supplement is intended for international use and includes an English-language transcript of records. The Diploma Supplement indicates the level and status of the studies in the educational system. (Act 932/2014, section 2, Decree 1129/2014, section 10.)

The degree certificate shall be signed by the President/Rector, and during the President's absence, by the Vice President/Vice Rector. The specialisation education certificates shall be signed by the Director of Continuous Learning.

29 § Transitional provisions

These Degree Regulations enter into force on 1 January 2022 and repeal the Degree Regulations previously in force at Savonia University of Applied Sciences.