

## 9. Study programmes and qualifications (degrees)

### 9.1 Application and admission to a programme

Applications for study programmes are made via the website provided by the VHS (<https://www.universityadmissions.se> or equivalent). Information about application and admission to the study programme shall be available via SLU's website (<http://www.slu.se/en/education/application-and-admission/>).

The board of SLU has established Admission regulations for access to the first and second cycle education at the Swedish University of Agricultural Sciences ([Antagningsordning för tillträde till utbildning på grundnivå och avancerad nivå vid Sveriges lantbruksuniversitet](#)).

### 9.2 Programme syllabus

There shall be a programme syllabus for all study programmes (HF chapter 6, section 16). To change a programme syllabus, it is required that the responsible faculty decides on the change/new programme syllabus.

The Vice-Chancellor has established Guidelines and instructions for programme syllabi at SLU ([Riktlinjer samt anvisningar för utbildningsplaner vid SLU](#)). SLU's programme syllabi shall be in the course database, SLUkurs (equivalent) (future link).

### 9.3 Changed programme offering

Any changes to the published programme offering must be done before admission is carried out for the subsequent semester. Currently, a decision regarding the cancellation of a study programme shall be made not later than

- March 1 for second cycle programmes that are given in English and start in the fall semester,
- June 1 for other study programmes that start in the fall semester, and
- November 15 for other study programmes that start in the spring semester.

### 9.4 Changed course selection within a programme

Course selection for a study programme is revised over time, but the responsible faculty is responsible for the student's possibility to conclude the education in accordance with the goals for the programme syllabus they have been admitted to.

In the event of the discontinuation of a study programme, the faculty's responsibility for normal study rates will apply. However, the faculty must take into consideration students with approved leave from studies with a guaranteed place as well as students with functional impairments who have the right to adapted types of study.

### 9.5 Approved leave from studies

With a guaranteed place

If there are special conditions, approved leave from programme studies can be granted with a guaranteed right to continue studies after the leave (HF chapter 7, section 33). Special conditions include social, medical or other special circumstances such as, for example, care of children, basic training within the national defence, and student organisation assignments (HSV's Statutes (Högskoleverkets författningssamling)). Such an approved leave from studies can be granted for a maximum of one year at a time. Application is made to the responsible faculty, form can be found at SLU's [website](#).

With **no** guaranteed place

A student can also request a leave from studies without special conditions and without a place guarantee. Such a leave from studies does not guarantee the right to continued studies in accordance with the framework schedule after the leave. Applications is made to the Division of Student Affairs and Learning Development (SUS), form will be at SLU's [website](#).

Exchange studies

Exchange studies within SLU's cooperation are counted as programme studies and therefore not included in the regulations for leave from studies.

### **9.6 Qualification (degree)**

Those qualifications (degrees) that SLU has the right to issue are stated in the supplement to the [Ordinance for the Swedish University of Agricultural Sciences](#).

In accordance with the ordinance, special objectives and requirements apply for the respective general qualifications (degrees). The Vice-Chancellor has established Guidelines regarding qualifications (degrees) on first and second cycle at SLU ([Interna föreskrifter om examina på grundnivå och avancerad nivå vid SLU](#)) specifying the requirements and qualification (degree) designations that apply at SLU.

In accordance with the ordinance, special objectives and requirements apply for the respective professional qualification (degree). Detailed requirements for the respective professional qualification (degree) are established by the responsible faculty and are illustrated by the programme syllabus for corresponding programmes.

### **9.7 Degree and course certificates**

Students who fulfil the requirements for a qualification (degree) shall, upon request, get a degree certificate (diploma). Students who receive a passing grade in a course shall, upon request, receive a course certificate. Information and application forms for degree certificates shall be at SLU's [website](#). The same application form can be used for course certificates.

Advice:

The student can print out a list of study results via the [Student portal](#).

### **9.8 New or older regulations?**

Students who have begun a study programme prior to July 1, 2007, in accordance with the older regulations, have the right to complete their education and to earn their qualification (degree) in accordance with the older regulations, however, not later than the end of June 2015 (FSLU 2006:1405). Also see Guidelines regarding qualifications (degrees) on first and second cycle at SLU ([Interna föreskrifter om examina på grundnivå och avancerad nivå vid SLU](#)) as well as section 6.14, Interim regulations.

At SLU, it applies that admission to a study programme is considered as the start of an education; if the student later chooses to change to another programme, he/she has the right to take a qualification (degree) in accordance with the older regulations for this study programme. For students who lack programme admission at SLU, the education is considered to have begun as of the first course registration at SLU or other higher education institution.

### **9.9 Credit transfer**

Courses passed at other higher education institutions may be transferred for credit in the qualification (degree), as may knowledge and skills acquired through experience in the workplace (HF chapter 6, sections 6-8).

#### Professional qualification (degree)

Courses that are not programme courses must be given credit for in order to be included in a professional qualification (degree). This applies to courses taken both at other higher education institutions (including foreign studies) and courses taken at SLU, which are not programme courses. The form for credit transfer of studies for professional qualifications (degrees) can be found on SLU's [website](#).

#### General qualification (degree)

Credit for courses taken at other Swedish higher education institutions can be transferred upon completion of the qualification (degree) requirements. The student does not need to submit a formal credit transfer application. Studies that are carried out abroad shall be credited by the educational committee (equivalent). The form for credit transfer of foreign studies for general qualifications (degrees) can be found on SLU's [website](#).

#### **9.10 Courses in the qualification (degree)**

Only courses that have been entirely completed (passed) can be included in the qualification (degree). If there are substantial overlaps in content between different courses, they cannot simultaneously be included in the qualification (degree). Substantial overlaps between courses at SLU shall, if possible, be clear from the respective course syllabi.

Certain courses at SLU are classified in two subjects, which mean that the course can be counted towards qualification (degree) requirements for two different main fields of study whenever applicable. An independent project (degree project) can only be classified in one subject and double classification is never possible.

#### **9.11 Programme connections**

A general qualification (degree) with a defined main field of study can be associated to the programme syllabus for a certain study programme in accordance with requirements that are established by the responsible faculty. The degree certificate shall show that the qualification (degree) fulfils the requirements in accordance with the programme syllabus for the stated study programme. Detailed course requirements shall be illustrated by the programme's study plan, which is established by the responsible faculty and presented as a supplement to the respective programme syllabus.

The requirement for receiving the qualification (degree) is that all requirements for the intended degree have been met. There is no requirement for admission to a special study programme in order to receive the qualification (degree).

#### **9.12 Complaints**

Students shall primarily contact the responsible faculty regarding complaints about the study programme. The student shall primarily contact the Division of Student Affairs and Learning Development (SUS) regarding complaints about the awarding of qualifications (degrees). Also see section 11, Student influence, and 12, Disciplinary measures.

### 9.13 Additional SLU documents

- Admission regulations for access to the first and second cycle education at the Swedish University of Agricultural Sciences (Antagningsordning för tillträde till utbildning på grundnivå och avancerad nivå vid Sveriges lantbruksuniversitet, in Swedish)  
[https://internt.slu.se/Documents/internwebben/ledningskansliet/protokoll-beslut/antagningsordning\\_GU\\_fr20110801.pdf](https://internt.slu.se/Documents/internwebben/ledningskansliet/protokoll-beslut/antagningsordning_GU_fr20110801.pdf)
- Regulations, section
  - 2, Academic year and range of courses offered
  - 6, Assessment and grades
- Guidelines and instructions for programme syllabi at SLU (Riktlinjer samt anvisningar för utbildningsplaner vid SLU, in Swedish)  
<https://internt.slu.se/Documents/internwebben/ledningskansliet/gur/riktlinjer-utbildningsplaner.pdf>
- Guidelines regarding qualifications (degrees) on first and second cycle at SLU (Interna föreskrifter om examina på grundnivå och avancerad nivå vid SLU, in Swedish)  
<https://internt.slu.se/Documents/internwebben/ledningskansliet/gur/Examensfreskrifter.pdf>