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The following document is an English translation of the original and binding German language version of the document «Studien- und Prüfungsordnung für den Masterstudiengang «Master of Science in Health Sciences» der Fakultät für Gesundheitswissenschaften und Medizin der Universität Luzern»

No. 546b

Study and Examination Regulations for the Master of Science in Health Sciences under the Faculty of Health Sciences and Medicine at the University of Lucerne

From 26 June 2019 (as of: 1 May 2023)

The University Council of the University of Lucerne,

based on section 16 paragraph 1g of the University Act dated 17 January 2000¹, at the senate's request,

has concluded:

1 General provisions

§ 1 *Study programs, beginning of studies, and standard program duration*

¹ The Faculty of Health Sciences and Medicine at the University of Lucerne (hereinafter the faculty) offers the Master's program 'Master of Science in Health Sciences' (hereinafter MSc Health).*

² The Master's program generally begins once a year in the autumn semester. In exceptional cases (e.g., where conditions are imposed), studies can begin in the spring semester.*

³ The MSc Health amounts to 120 ECTS points and has a standard duration of four semesters.*

⁴ Studies may be undertaken part-time. The total duration of study increases accordingly.

§ 2 *Degree awarded*

¹ Graduates of the MSc Health are awarded the degree 'Master of Science (MSc) in Health Sciences of the University of Lucerne'.

¹ SRL no. 539

* See tables with change notices at the end of the decree.

§ 3 *Model curriculum, organization of teaching, and teaching methods*

¹ To aid students and facilitate their study planning, the faculty produces a model curriculum for full-time studies and advises on planning part-time studies.*

² Where possible, the faculty organizes studies to ensure that the courses listed in the model curriculum are available regularly and that compulsory courses do not clash for full-time students.*

³ The faculty ensures that:*

- a. Lecturers use teaching methods that reflect the current state of higher education didactics
- b. Lecturers receive further training in the field of higher education didactics and pedagogy

§ 4 *Quality assurance*

¹ The quality of the study program and of individual courses and study content is reviewed regularly based on the university's specifications. Additional quality assurance measures may be organized by the faculty management.*

2 Governing bodies

§ 5 *Dean**

¹ The dean is responsible for the course of study and rules on all matters covered by these study and examination regulations, unless another governing body has been declared to be responsible.

§ 6 *Faculty Assembly**

¹ The Faculty Assembly issues the guidelines for the study and examination regulations.

§ 7 *Study and examination board*

¹ The study and examination board is responsible for organizing and implementing examinations and for making decisions regarding admission questions, subject to approval from the university's admissions office.

² The study and examination board is responsible for selecting and allocating subsidized placement positions, subject to approval from the faculty management.*

³ The study and examination board may delegate individual tasks to the dean of studies.*

3 Admission and study requirements

§ 8 *General*

¹ Admission to studies is governed by the provisions of the University Statute² and the University of Lucerne's admission regulations based on those statutes.

² Applicants for the MSc Health will not be admitted if they have been definitively dismissed from a course in the same subject area at another faculty or university in Switzerland or abroad due to insufficient performance.

§ 9 *Admission to the master's program*

¹ Admission to the MSc Health requires a minimum of a university bachelor's degree or equivalent qualification.

² SRL no 539c

² Given the interdisciplinary character of the program, applicants may be admitted to the MSc Health from numerous fields of study. The various fields of study are listed in the guidelines to the study and examination regulations.

³ Graduates of a university of applied sciences with a suitable professional qualification may be admitted to the MSc Health subject to conditions or requirements. The details are governed by guidelines to the study and examination regulations.

⁴ In all cases, completion of the master's program can be made dependent on confirmation of further knowledge and abilities not acquired during the completed bachelor's program (conditional admission).

⁵ Admission is granted based on a review of the application file (equivalence check) by the study and examination board, which determines whether the applicant has suitable qualifications.

4 Study structure

§ 10 *Structure*

¹ The program is made up of two components:

- a. Basic studies
- b. In-depth studies (including research internship, master's thesis and oral master's examination).

² The in-depth studies are completed in a major of the student's choice.

³ The structure and specific study requirements of the basic and in-depth studies and particular language and examination requirements are governed by the guidelines to the study and examination regulations.

§ 11 *Study language*

¹ The study language is English. Major courses, in particular those run in conjunction with other study programs, may be held in the relevant study language.

5 Academic achievements, ECTS points and examinations*

§ 12 *Crediting academic achievements as ECTS points**

¹ The faculty credits academic achievements as ECTS points in accordance with the European Credit Transfer and Accumulation System.*

² The MSc Health is based on academic achievements amounting to an average of 30 ECTS points per semester (for full-time studies).*

³ One ECTS point represents an average student workload of 25 to 30 hours.*

§ 13 *Acquiring and allocating ECTS points**

¹ ECTS points are acquired based on the successful completion of academic achievements, in particular*

- a. written or oral examinations
- b. written assignments.

² The number of ECTS points allocated to individual modules (including the master's thesis and oral master's examination) is set out in the guidelines to the study and examination regulations.*

§ 14 *Performance records*

¹ Students receive a performance record for each academic achievement completed.

² Performance records note the title of the course or academic achievement, the number of ECTS points and the result (grade/assessment or pass/fail).*

§ 15 *Assessments*

¹ Examinations and written assignments are awarded grades from 6 to 1 in whole or half grades. For graded courses, an overall grade must be awarded for the study achievements completed.

² The individual grades correspond to the following assessments:

6	excellent
5.5	very good
5	good
4.5	satisfactory
4	adequate
3.5	inadequate
3	poor
2.5	poor to very poor
2	very poor
1.5	very poor to unusable
1	unusable, or dishonest conduct

³ Ungraded courses are marked with the phrases 'passed' or 'not passed'.

§ 16 *Accrediting external academic achievements*

¹ The study and examination board rules on accrediting external academic achievements.

² Accrediting external academic achievements requires performance records from the relevant universities and for the content to be equivalent to the studies completed as part of the MSc Health.

³ Achievements that have already been accredited towards another study program may not be used for the MSc Health.

⁴ Only academic achievements completed during the last eight years may be accredited.

§ 17 *Examination types*

¹ Examination sessions are held twice a year, generally at the end of courses.

² The type, date and duration of the examination are set by the lecturer and announced via the faculty's communication platform and course catalogue.*

§ 18 *Examination language*

¹ Unless stated otherwise before the examination, the examination will use the same language as the course.

² A different examination language may be authorized upon application to the study and examination board. An application to this end must be submitted in writing at least four weeks before the examination and requires the examiner's consent.

§ 19 *Passing, failing, and resitting examinations*

¹ To pass an examination, candidates must achieve a grade of at least 4, or an assessment of 'passed' for ungraded classes. Examinations that have been passed may not be repeated. An examination that is not passed is recorded as a failed attempt.

² Failed examinations may be repeated as many times as desired, provided that the course or academic achievement is still part of the course catalogue and any maximum number of failed attempts stipulated in §25 has not been exceeded.

³ There is no entitlement to an immediate repetition of examinations. In general, the repetition examination will be organised during the next examination session.

⁴ If a course or academic achievement is no longer being offered, it can be replaced with an equivalent course or academic achievement as per the applicable guidelines to the study and examination regulations.

§ 20 *Passing, failing and repeating written assignments*

¹ Written assignments must achieve a grade of at least 4 to pass. Written assignments that have achieved a pass may not be repeated.

² Written assignments graded as unsatisfactory may be revised and resubmitted after grading within a deadline set in advance by the lecturer. If the revised version is still graded as unsatisfactory, the work is deemed not to have achieved a pass and is recorded as a failed attempt. In the event of a fail, a new written assignment may be completed on a different topic provided the maximum number of failed attempts stipulated in §25 has not been exceeded. The master's thesis is subject to its own regulations.

§ 21 *Combining courses into modules*

¹ Courses can be combined to form individual modules.

² A module is considered to be passed once all of the academic achievements allocated to it have been passed.

³ Multiple courses within a module can be examined at the same time.

§ 22 *Admission to courses*

¹ Admission to courses may require successful completion of other courses or the fulfilment of additional requirements. Details are announced via the faculty's communication platform and course catalogue.*

§ 23 *Registering for examinations and academic achievements*

¹ Registration for examinations and other academic achievements is completed electronically within a registration period communicated in advance. It is not possible to register or deregister after this deadline.

§ 24 *Compensation for disadvantages and extension of the examination duration*

¹ Compensation for disadvantages based on a physical, mental or psychological disability is governed by the university's regulations. The study and examination board is responsible for granting such compensation.

² Upon request, the study and examination board may extend the duration of examinations and the deadline for written assignments in individual cases where there is a valid reason.

§ 25 *Exclusion from studies*

¹ The ECTS points for all failed academic achievements (failed attempts) will be summed up, with the exception of a failed attempt at the master's thesis, a failed attempt at the oral master's examination or any failed attempts at requirement courses. If the sum of all the failed academic achievements reaches the equivalent of 30 ECTS points, the candidate will be permanently excluded from the MSc Health.*

² Candidates who definitively fail the master's procedure will also be excluded from the MSc Health.

³ The exclusion is issued by the faculty.*

§ 26 *Improper conduct during examinations*

¹ During examinations, the following, in particular, are not permitted:

- a. Bringing or using any aids other than those permitted
- b. Exchanging information with other people or helping them complete the examination
- c. In written examinations, continuing to write after the examination supervisor has announced that the examination period is over
- d. Making any other attempt to cheat

- e. Causing a disturbance in the examination room

² The following are also deemed improper conduct:

- a. Failing to attend on a set examination date without a prior written excuse. Only reasons for which the candidate is not responsible will be accepted as an excuse.
- b. Failure to submit written assignments or other assessments on time or at all.

³ Improper conduct will result in the academic achievement being deemed failed and a grade of 1 being awarded. The university reserves the right to impose penalties in accordance with section 36 of the University Statute³.

§ 27 *Plagiarism and ghostwriting*

¹ If part of an academic achievement is not independently completed or if creative work by third parties is not or not sufficiently identified, this element shall ultimately be deemed as failed and awarded a grade of 1.

² Repeated improper conduct or serious infringement will result in the candidate being excluded from the MSc Health.

³ If the deception only comes to light after the studies are completed, the grade awarded may be withdrawn.

6 Master's procedure and graduation

§ 28 *Master's procedure*

¹ The master's procedure represents the end of the master's program. It provides information about whether all of the content knowledge, methodological skills, and generic competencies required for the master's degree have been acquired.

² The master's procedure consists of a written master's thesis and an oral master's examination.

³ The individual components cannot be separated and must be completed within a single examination period.

⁴ The admission requirements, registration processes, periods, and deadlines are set out in the guidelines to the study and examination regulations.

§ 29 *Reviewers*

¹ A master's thesis is assessed by a first reviewer and a second reviewer. Professors and lecturers at the faculty who hold a postdoctoral degree may serve as the first reviewer. Lecturers at the faculty who hold a doctoral degree may serve as the second reviewer.*

² Upon substantiated request, other lecturers may be authorized to serve as reviewers by the Faculty Assembly in general or by the study and examination board in individual cases.*

³ If the assessments made by the first and second reviewers differ, the study and examination board determines the grade for the master's thesis by calculating the arithmetic mean of the two assessment grades. If the first and second assessments differ by more than one grade, a third assessment must be obtained from a faculty professor or lecturer with a postdoctoral degree. In this case, the arithmetic mean of all three assessments is used to calculate the grade for the master's thesis.*

§ 30 *Passing, failing, and repeating the master's procedure*

¹ To pass the master's procedure, candidates must achieve a grade of at least 4 in each component of the procedure. Master's theses or oral master's examinations that have achieved a pass may not be repeated.

² A master's thesis assessed as unsatisfactory may be revised and resubmitted within eight weeks of the grade being issued. If the revised version is still deemed unsatisfactory, the master's thesis is considered failed. Failed master's theses

³ SRL no. 539c

can be repeated a maximum of once using a new topic, with the periods and deadlines governed by the guidelines to the study and examination regulations.

³ An oral master's examination assessed as unsatisfactory will be considered failed. Failed oral master's examinations can be repeated a maximum of once, with the periods and deadlines governed by the guidelines to the study and examination regulations.

⁴ The master's procedure is considered to be definitively failed if either the repeated master's thesis or the repeated oral master's examination fails to achieve a pass.

§ 31 *Graduation and composition of the overall grade*

¹ The MSc Health is completed once all academic achievements have been passed in accordance with the guidelines to the study and examination regulations and a minimum overall grade of 4 has been achieved.

² The overall grade for the master's degree is calculated as an average of all passed and assessed academic achievements, weighted by ECTS points. The grades are calculated exactly and the result is rounded to two decimal places. *

§ 32 *Distinctions*

¹ Overall grades are assigned the following distinctions:

- a. Average of 5.75-6.00: summa cum laude
- b. Average of 5.25-5.74: insigni cum laude
- c. Average of 4.75-5.24: magna cum laude
- d. Average of 4.25-4.74: cum laude
- e. Average of 4.00-4.24: rite.

§ 33 *Diploma and diploma supplement*

¹ The diploma confirms successful completion of the MSc Health. It records the name of the study program, the degree title achieved, the major selected, the title of the master's thesis, the overall grade and the distinction awarded.

² Graduates also receive a diploma supplement with the diploma. This contains detailed information about the studies completed and the individual grades obtained for all academic achievements.

³ The diploma is signed by the dean.*

7 Final provisions

§ 34 *Fees*

¹ Fees for studies, examinations, diplomas, degree transcripts, and certificates are governed by the tuition fee regulations⁴.

§ 35 *Cases of hardship*

¹ To avoid cases of hardship, upon written request, the dean may deviate from individual provisions of these regulations in specific cases.*

§ 36 *Legal remedies*

¹ Administrative appeals against decisions based on these study and examination regulations may be filed with the responsible department in accordance with the provisions of the University Act⁵ and the Administrative Law Act⁶.

⁴ SRL no. 44

⁵ SRL no. 539

⁶ SRL no. 40

² The appeal period is 30 days.

§ 37* ...

Table of changes – by paragraph

Element	Decision date	Entry into force	Change	Reference G
Decree	26 June 2019	01 August 2019	First version	G 2019-032

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