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*The following document is an English translation of the original and binding German language version of the document
Wegleitung zur Studien- und Prüfungsordnung für den Masterstudiengang «Master of Science in Health Sciences»*

Guidelines to the Study and Examination Regulations for the Master's Program «Master of Science in Health Sciences»

Dated September 27th, 2021

The departmental assembly,

based on § 6 of the study and examination regulations for the Master's program «Master of Science in Health Sciences» («MSc Health») of the Department of Health Sciences and Medicine («the Department») of the University of Lucerne dated June 26th, 2019¹,

states:

I. General Provisions

§ 1 Admission requirements

¹ Prerequisite for the admission to the MSc Health without requirements is the successful graduation from a university Bachelor's degree of 180 credits (Cr) in one of the following categories of study:

Category health, medicine, sports

Human medicine, dental medicine, veterinary medicine, nursing sciences, pharmaceutical sciences, public health, health sciences and technology, movement and sports sciences

Category law and economics

Business administration, economics, law

Category social sciences

Politics, sociology, communication and media sciences, educational sciences, ethnology, cultural anthropology, psychology, special needs education

Category natural sciences

Biology, biochemistry, biotechnology, chemistry, geography, physics, neurosciences

Category mathematics and informatics

Mathematics, informatics, computational sciences, business information systems

Category humanities

Philosophy, history, linguistics

² Admission from other university disciplines is possible after an equivalence review.

³ Admission to the MSc Health with a Bachelor's certificate from a renowned Swiss university of applied sciences (Fachhochschule) is possible if the field of study is comparable. Admission imperatively requires additional 20 to 60 credits and may be connected to proof of specific knowledge.

⁴ For degrees from universities for applied sciences from other countries with existing bilateral agreements on the equivalence in the university sector (Germany, Austria, France, Italy), the same requirements as for degrees from

¹ SRL No. 546b

Swiss universities for applied sciences apply. Admission to the Master's is not possible with degrees from other foreign universities for applied sciences or accredited universities.

II. Program Structure and Requirements

§ 2 *Program structure*

- ¹ The program consists of two components:
 - a. Basic studies (60 Cr) and
 - b. In-depth studies (60 Cr).
- ² The basic studies consist of the same for all students mandatory modules.
- ³ The in-depth studies contain mandatory and elective modules in the chosen major. Also parts of the in-depth studies are the Master's thesis, oral Master's examination as well as a mandatory research internship.
- ⁴ The modules can contain several courses as well as assignments. Detailed information about the module components as well as the respective forms of assessment is published prior to the start of the semester in the course catalog and on the Department's communication platform.

§ 3 *Major and choosing your major*

- ¹ The following majors can be chosen:
 - Health Communication
 - Health Behavior and Management
 - Health Economics and Health Policy
 - Health Services Research
- ² Only one major can be chosen. A major must be chosen at the latest when registering for the Master's procedure.

§ 4 *Basic program requirements (60 Cr)*

- ¹ Basic module *Health Sciences* (24 Cr)
 - Human Functioning Sciences, 6 Cr
 - Disciplinary Perspectives of the Health Sciences, 3 Cr
 - Health Systems and Services, 6 Cr
 - Introduction to Public Health, 3 Cr
 - Basics in Clinical Medicine, 3 Cr
 - Translational Medicine, 3 Cr
- ² Basic module *Research Methods* (18 Cr)
 - Statistics and Epidemiology, 3 Cr
 - Good Clinical Practice, 3 Cr
 - Quantitative Methods, 3 Cr
 - Qualitative Methods, 3 Cr
 - Advanced Research Methods, 6 Cr
- ³ Basic module *Academic and Professional Skills* (18 Cr)
 - Scientific Communication, 2 Cr
 - Project Management, 2 Cr
 - Professional Development, 2 Cr
 - Health Sciences in Practice, 2 Cr
 - Lecture Series Health Sciences I-IV, 4 Cr
 - Master Colloquium I+II, 6 Cr

§ 5 *In-depth program requirements (60 Cr)*

- 1 The major requires an academic performance of 36 Cr consisting of
 - a. mandatory courses from the chosen major of at least 21 Cr,
 - b. two written assignments of 3 Cr each, and
 - c. freely selectable courses from the entire course offer of the major.
- 2 The Master's procedure comprises 24 Cr, consisting of
 - a. a Master's thesis (18 Cr) and
 - b. an oral Master's examination (6 Cr).
- 3 During the in-depth studies a research internship of at least 350 working hours must be completed.

§ 6 *Additional courses*

During the in-depth studies, courses from the entire course catalog of the major can be completed. These can be counted as elective courses or as additional courses.

III. Master's Procedure

§ 7 *Registration for the Master's procedure*

- 1 Registration for the Master's procedure must be done at the Department (Study Center) and requires:
 - a. Information about the primary and secondary reviewer of the Master's thesis
 - b. Indication of a suggested topic in agreement with the primary reviewer,
 - c. A declaration whether the candidate has previously failed a Master's examination in the same area of study or whether she or he is currently registered for a Master's procedure, and
 - d. Binding information on the major in which the MSc Health is completed.
- 2 Registration for the Master's procedure is binding. In individual cases, the study and examination board may approve an in writing justified request for withdrawal of the registration. The request for withdrawal must be submitted within one month after the registration deadline for the Master's procedure. If the reasons are accepted (e.g. a doctor's note has been submitted), the withdrawal is dealt with as if the student was never registered.

§ 8 *Admission to the Master's procedure*

- 1 Admission is granted by the study and examination board.
- 2 Admission may only be denied if:
 - a. The candidate has definitely failed a Master procedure at an academic institution in the same field of study, or
 - b. the documents are incomplete according to § 7 paragraph 1.

§ 9 *Fixed dates*

- 1 The Master's procedure can be initiated during each fall semester. The registration deadline is announced through the Department's communication platform.
- 2 In individual cases the study and examination board may approve a request for initiation of a Master's procedure during the spring semester. The request for initiation of a Master's procedure must be submitted in writing at the latest by the end of the previous fall semester. If the reasons are approved, the candidate is informed about the registration deadlines by the study and examination board.

§ 10 *Master's thesis*

- 1 The deadline for compiling a Master's thesis starts with the registration deadline for the Master's procedure.
- 2 The compilation period for the Master's thesis is six months.
- 3 The topic of the Master's thesis is provided by a professor or a habilitated teacher of the Department in agreement with the candidate. By assigning a topic, the respective professor or teacher also accepts the role of primary reviewer. Topic and conceptual formulation must be defined in a way that the compilation deadline can be met. In exceptional cases the study and examination board may grant an extension of the compilation period of at most two months based on a

justified request. The request for extension must be received by the study and examination board at the latest four weeks before the compilation period expires and requires approval from the primary reviewer of the Master's thesis.

- ⁴ Generally the Master's thesis is to be written in English.
- ⁵ The Master's thesis must be submitted to the Department (Study Center) within the deadline in digital form.
- ⁶ The Master's thesis must include a written statement in which the candidate assures that she or he has compiled her or his thesis in all parts independently, no other than the resources and tools indicated were used, that the Master's thesis has not been submitted previously elsewhere.
- ⁷ The specific regulations for the Master's thesis are determined in the *Guidelines Master's Thesis* and are published through the Department's communication platform.

§ 11 *Repeating a failed Master's thesis*

- ¹ A finally failed Master's thesis may be repeated at most once upon approval by the study and examination board. A new topic must be chosen according to § 10 paragraph 3.
- ² The beginning of a compilation period is determined by the study and examination board; the earliest, however, is the next registration deadline for the Master's procedure. The compilation period is again six months. Re-registration for the Master's procedure is not necessary.
- ³ On request of the candidate, a different primary as well as a different secondary reviewer can be determined for the repetition of the Master's thesis.

§ 12 *Oral Master's examination*

- ¹ The oral Master's examinations generally take place two weeks after the grades for the Master's theses have been announced and as a prerequisite the Master's thesis must have been passed. The exact date of the oral Master's examination is communicated to the candidate together with the grade announcement through the study and examination board.
- ² The oral Master's examination is conducted by the primary or the secondary reviewer. In exceptional cases the study and examination board may appoint a different professor or a different teacher of the Department as examiner.
- ³ The oral Master's examination consists of a presentation of the Master's thesis (max. 10 min.) as well as questions about the Master's thesis, topics of the major program and about the basics of health sciences in general. The duration of the oral Master's examination is a maximum of 60 minutes in total.
- ⁴ The examination language is generally English.
- ⁵ The oral Master's examination is conducted in participation with an observer with a PhD.
- ⁶ The primary reviewer determines the grade directly after the oral Master's examination. The observer must be heard before the examination grade is determined.
- ⁷ The main topics and results as well as start and end of the oral Master's examination and the examination grade must be written down in a protocol which must be signed by the primary reviewer and the observer.

§ 13 *Repeating a failed oral Master's examination*

- ¹ A failed oral Master's examination may be repeated on request to the study and examination board at most once within two weeks after the first try.
- ² The exact date for the retry of the oral Master's examination is communicated to the candidate by the study and examination board.

§ 14 *Cheating and invalidity*

- ¹ If the candidate has cheated in the Master's thesis or oral examination, and if this becomes known only after awarding the degree, the study and examination board may retrospectively correct the grade of the assessment in which the candidate was cheating accordingly and declare the examination as failed.
- ² If the conditions for the admission to the Master's procedure were not met without the candidate's intent to deceive and if this fact becomes known only after the degree has been awarded, this deficiency is generally remedied by passing the

examination. The study and examination board may make a different decision. If the candidate has registered intentionally on false grounds, the study and examination board has the right to declare the Master's procedure as failed.

§ 15 *Archiving and access to examination records*

- ¹ After expiry of the appeal period, the documentation of the Master's procedure as well as a copy of the Master's thesis are archived.
- ² After completing the Master's procedure, the candidate is granted access to the protocol of the oral Master's examination within one year. The candidate receives a copy of the assessment of the Master's thesis together with the certificate.

IV. Research Internship

§ 16 *Character of the research internship and organization*

- ¹ The research internship is a mandatory part of the MSc Health.
- ² The research internship starts before the initiation of the Master's procedure, generally at the end of the second study semester on July 1st.
- ³ The study and examination board assigns research internships to the students according to availability.
- ⁴ The prerequisite for the allocation of a research internship within a partner organization is the successful completion of at least 18 ECTS in the 1st semester (excl. requirements). These must be successfully completed in the first attempt.
- ⁵ The Department supports external research internships. Whether research internships (which are not offered by the Department) are taken into account is decided by the study and examination board.
- ⁶ The specific regulations for the research internship are determined in the *Factsheet Research Internship* and are published through the Department's communication platform.

§ 17 *Research internship and Master's thesis*

The Master's thesis is usually based on the contents of the research internship.

V. Final Provisions

§ 18 *Entry into force*

These guidelines enter into force on September 27th, 2021. They must become publicly available.

Lucerne, September 27th, 2021

In the name of the departmental assembly:

Prof. Gerold Stucki, MD
Head of Department