



Study and Examination Regulations for the master's degree programme in Engineering at the School of Architecture, Wood and Civil Engineering and the School of Engineering and Computer Science (SPR MSE)¹

The University Board of Bern University of Applied Sciences,

pursuant to Article 33 Paragraph 1 Letter n of the Act of 19 June 2003 concerning Bern University of Applied Sciences (FaG)², Articles 52 and 59 of the Ordinance of 16 November 2022 concerning Bern University of Applied Sciences (FaV)³ and Art. 1, Paragraph 2 of the Framework Study Regulations (FSR) of Bern University of Applied Sciences dated 5 May 2021

rules:

1. Object

Art. 1 ¹ These regulations govern the admission and studies for the Master of Science in Engineering (MSE) at Bern University of Applied Sciences for students who are enrolled at Bern University of Applied Sciences.

² The Master programme is offered as part of a cooperation between several universities of applied sciences (master cooperation).

³ The provisions of the FSR are applicable unless otherwise stated in these regulations. These regulations contain provisions substantiating the FSR.

⁴ The powers of disposal under the FSR shall be exercised by the Head of Degree Programme.

2. Admission

Prerequisites

Art. 2 ¹ Admission to the study programme is granted to applicants who satisfy the following criteria:

- a* completion of a bachelor's degree or an equivalent degree with at least 60 points in the grade point average (GPA) of BFH-AHB/TI⁴ or an overall performance with a grade of 5.0 in a discipline that encompasses the professional competencies of the chosen profile (specialisation),
- b* B2 level of proficiency in German or French, if the educational qualifications were acquired neither in German nor in French,
- c* C1 level of proficiency in English, in the case of a foreign educational qualification,

¹ This document is a translation and is not legally binding; the original German version prevails.

² BSG 435.411.

³ BSG 436.811.

⁴ According to AHB/TI GPA calculation table. This can be requested by e-mail at mse@bfh.ch



² Are also admitted to the degree programme applicants who satisfy the following criteria, in addition to the requirements set out in paragraph 1 letters b and c:

- a* completion of a bachelor's degree or an equivalent degree that encompasses the entry competencies of the chosen profile,
- b* successful completion of the aptitude assessment in accordance with Article 6 f.

Admissions committee

Art. 3 ¹ The Admissions committee

- a* assesses the qualifications equivalency in accordance with Article 2,
- b* evaluates the aptitude assessments in accordance with Article 7,
- c* formulates admission proposals for the President.

² The Admissions committee consists of:

- a* the Head of Degree programme,
- b* the Head of Teaching at the AHB School,
- c* the Head of Teaching at the TI School.

Transfer

Art. 4 For applicants wishing to transfer from a recognised and equivalent master's degree programme, the admission requirements set in Article 2 paragraph 2 apply.

Application procedure

Art. 5 ¹ Applications must be entered within the specified deadline.

² A complete application dossier must be submitted. It must include the following documents, in addition to the duly completed application form:

- a* a copy of a valid ID card (front and back) or valid passport,
- b* a passport photo compliant with international passport standards,
- c* a CV,
- d* copies of the required diplomas, certificates and confirmations in accordance with Article Art. 2,
- e* proof of language proficiency in accordance with Article Art. 2 paragraph 1 letter b or c,
- f* confirmation of exmatriculation from a university at which the applicant was previously enrolled,
- g* a letter of motivation.

³ Dossiers deemed to be incomplete will need to be improved and the missing information will need to be provided. An extension period is set with the notice that the application will be deemed withdrawn if it has not been completed within the stated period.

Aptitude assessment

1. Implementation

Art. 6 ¹ The Head of Degree Programme is in charge of organising the aptitude assessment.

² The aptitude assessment is conducted by a specialist and recorded by the Head of Degree Programme.

³ The specialist is appointed by the Head of Degree Programme.

2. Form, criteria and evaluation

Art. 7 ¹ The aptitude test consists of an oral examination. In case of doubt, a written examination can also be carried out.

² The applicant's aptitude is assessed according to the following general criteria:



- a* professional and methodological levels of competence,
- b* ability to reflect and express oneself,
- c* social and personal skills,
- d* motivation.

³ The Admissions committee, in consultation with the specialist, evaluates each part of the aptitude assessment and rates it as “passed” or “failed”.

⁴ The aptitude assessment is deemed “passed” if each part has been assessed as “passed”.

Conditional admission

Art. 8 Applicants may be admitted on condition that the missing skills identified in the aptitude assessment are acquired by the end of the first academic year. In exceptional cases, the Head of Degree Programme may set a shorter or longer deadline.

3. Structure of the degree programme

Structure of the programme

1. Module group

Art. 9 ¹ The degree programme has a modular structure and comprises 90 ECTS credits.

² Modules are organised in module groups.

³ ¹ For each module group, there is a minimum number of ECTS credits to be earned and a maximum number of ECTS credits that can be credited.

2. Profiles

Art. 10 The curriculum shows the modules recommended for each profile.

3. Range of modules

Art. 11 The Master’s cooperation committee determines the range of modules and defines the structure of the degree programme.

Supervision and study agreement

Art. 12 ¹ Each student is assigned a student advisor, who supervises the student during their studies.

² The student and the advisor conclude a written Individual Study Agreement (ISA) based on the range of modules and the chosen profile. This lists the compulsory modules chosen for the degree programme and defines a selection of further modules to be attended for the profile. The Head of Degree Programme must approve it.

Standard duration of studies

Art. 13 ¹ As a rule, full-time studies last three semesters and part-time studies last six semesters.

² The maximum duration for both forms of studies is seven semesters.

³ The duration may be extended upon request and on important grounds by the Head of Degree Programme.

⁴ Exceeding the maximum duration of studies without good cause will lead to exclusion from the degree programme.

National and international mobility

Art. 14 In the course of the programme, students can obtain learning achievements at another university. On request, the Head of Degree Programme may grant recognition for these learning achievements.



Minimum number of modules required

Art. 15 ¹ At least one module must be taken per semester.

² If without good reason no module is taken, the Head of Degree Programme may enrol the student in a compulsory module in accordance with the Individual Study Agreement.

Teaching languages

Art. 16 ¹ The teaching language is German, French and English.

² The teaching language is specified in each module description.

4. Competency assessments

Repetition of a module

Art. 17 ¹ Failed modules may be repeated once and the whole module has to be retaken.

² The Head of Degree Programme determines the time and modalities of the repeat module.

³ When a failed module is repeated, the initial module grade is nullified and replaced in the transcript of records by the grade obtained for the module resit. This applies even if the grade for the module resit is worse than the initial grade.

⁴ If, for organisational reasons, a module cannot be repeated, the Head of Degree Programme determines, with the help of the advisor, what other coursework of equivalent scale must be completed instead of the failed module.

Disclosure of results

Art. 18 The Head of Degree Programme is responsible for disclosing the results of competency assessments.

Passing grades for module groups

Art. 19 A module group is deemed passed if the minimum number of ECTS credits required to pass the module group has been achieved.

5. Degree

Master's thesis
1. General provisions

Art. 20 ¹ A master's thesis is required to complete the master's degree programme.

² The Master's thesis consists of at least one written assignment and its presentation totalling 30 ECTS credits. The advisor may specify additional requirements regarding the form of the thesis.

³ It is usually an individual assignment. If the thesis is prepared as group work, a collective assessment is permitted only in duly justified exceptional cases. The Head of Degree Programme rules on any exceptions before the start of the master's thesis.

2. Supervision

Art. 21 A lecturer, an associate lecturer or a teaching associate supervise students throughout the writing of their master's thesis. The advisor may also carry out this role.

3. Presentation and defence

Art. 22 ¹ The master's thesis is usually subject to a public defence. If there is a third-party confidentiality agreement, the thesis is not presented in public.



²The thesis is defended before a specialist committee consisting of lecturers and experts. The defence is generally not public.

4. Grading

Art. 23 ¹ For the grading of the thesis, the advisor chooses an expert. The experts are usually external parties. They are confirmed by the Head of Degree Programme.

² For the assessment of the thesis, the partial aspects of the thesis that form the module grade are listed. At least the following aspects are taken into account:

- a* quality,
- b* scientificity,
- c* self-critical reflection on the results.

³ The thesis is evaluated by the supervisor with the assistance of the expert. If the supervisor is not the advisor, the thesis is assessed by the supervisor and the advisor with the assistance of the expert.

⁴ The thesis is considered to have been passed if the overall assessment is graded with at least a 4.

Diploma

Art. 24 ¹ The master's degree is awarded to students who have cumulatively

- a* acquired at least 90 ECTS, at least 30 of which have been acquired at the School of Engineering and Computer Science or the School of Architecture, Wood and Civil Engineering,
- b* has fulfilled all the conditions set out in the Individual Study Agreement, and
- c* successfully completed their master's thesis.

² For the overall grade, all the compulsory, compulsory-elective and optional modules completed and the master's thesis are taken in to account and weighted according to the ECTS credits allocated to the respective modules. The overall grade is rounded to the nearest tenth.

³ Students also receive a Diploma Supplement in English containing information on the completed degree programme.

6. Transitional and final provisions

Repeal of regulations

Art. 25 The Study and examination regulations for the Master of Science in Engineering in the departments Architecture, Wood and Civil Engineering and Engineering Science and Information Technology (CER MSE) are repealed.

Entry into force

Art. 26 These regulations come into force on 1 August 2024.

Bern, 5th June 2024
Bern University of Applied Sciences
University Board

Bern, 19th June 2024
Approved by the Department of Education and Culture of the
Canton of Bern

Markus Ruprecht, President

Christine Häsler, member of the Government of the Canton
of Bern