

# Regulations governing the studies and assessments at the Faculty of Science (study regulations Faculty of Science [RSL Phil.-nat. 18])

of May 24<sup>th</sup>, 2018 (status: August 1<sup>st</sup>, 2019)

*The Faculty of Science,*

on the basis of Article 44 paragraph 1 litera c of the University Act of September 5<sup>th</sup>, 1996 (UniG)<sup>1</sup>, Article 33 of the University Ordinance of September 12<sup>th</sup>, 2012 (UniV)<sup>2</sup> and Article 43 of the Statute of the University of Bern of June 7<sup>th</sup>, 2011 (Universitätsstatut, UniSt)<sup>3</sup>, resolves the following:

## **I. General Provisions**

### SCOPE

**Art. 1** <sup>1</sup> These regulations stipulate the rules of the bachelor's and master's degree programs as well as the related assessments at the Faculty of Science (Faculty), and are valid for all students pursuing a bachelor's and master's degree program at the Faculty.

<sup>2</sup> The regulations are also valid for:

- a students of other faculties, universities and higher education institutions pursuing a minor program or required elective courses at the Faculty,
- b exchange students earning ECTS credits at the Faculty.

<sup>3</sup> Excepted are cooperation agreements and corresponding joint regulations as well as general accords.

### STUDY PROGRAMS ON OFFER

**Art. 2** <sup>1</sup> The bachelor's degree program amounts to a total of 180 ECTS credits, the master's degree program to a total of 90 or 120 ECTS credits.

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<sup>1</sup> BSG 436.11

<sup>2</sup> BSG 436.111.1

<sup>3</sup> BSG 436.111.2

<sup>2</sup> The Faculty offers mono, major and minor programs:

*a* Bachelor's degree programs:

- mono programs totaling 180 ECTS credits,
- major programs totaling 120 or 90 ECTS credits,
- minor programs totaling 90, 60 30 or 15 ECTS credits.

*b* Master's degree programs:

- mono programs totaling 120 or 90 ECTS credits,
- major programs totaling 90 ECTS credits,
- minor programs totaling 30 ECTS credits.

<sup>3</sup> The Faculty may offer study programs in the following branches of studies:

- a* biochemistry,
- b* biology,
- c* chemistry,
- d* earth sciences,
- e* geography,
- f* computer science,
- g* mathematics,
- h* physics,
- i* pharmaceutical sciences,
- j* environmental sciences.

<sup>4</sup> The Faculty may offer specialized master's degree programs and multidisciplinary master's degree programs.

<sup>5</sup> The details are set forth in the plans of studies.

<sup>6</sup> Choice of additional units of credit not stipulated in the plans of studies is permitted. These shall be stated in the Diploma Supplement.

TITLE

**Art. 3** <sup>1</sup> The Faculty shall award the following titles:

- a* Bachelor of Science in ... [field of study stated in English], Universität Bern (B Sc) possibly with specialization (*with special qualification in ...* [special qualification stated in English]), Universität Bern.
- b* Master of Science in ... [field of study stated in English], University of Bern (M Sc) possibly with specialization (*with special qualification in ...* [special qualification stated in English]), University of Bern.

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ASSESSING OF ACADEMIC  
ATTAINMENTS, LIMITATION  
PERIOD

**Art. 4** <sup>1</sup> Academic attainments are assessed according to the European Credit Transfer and Accumulation System (ECTS).

<sup>2</sup> One ECTS credit represents a student workload of between 25 and 30 hours. Therefore, an academic year completed in full-time study amounts to 1500–1800 hours (60 ECTS credits).

<sup>3</sup> The awarding of ECTS credits within bachelor's and master's study programs and required elective courses of the Faculty shall occur on the basis of assessed academic attainments.

<sup>4</sup> The number of ECTS credits that can be earned in a unit of credit shall be stipulated when announcing the respective unit of credit. All of the students who complete that unit of credit successfully shall be awarded the same number of ECTS credits.

<sup>5</sup> ECTS credits can be recognized up to a maximum period of ten years after earning the ECTS credits.

MODULES

**Art. 5** <sup>1</sup> Several units of credit can be integrated into one module.

<sup>2</sup> A module is allocated the sum of ECTS credits of the constituting units of credit.

<sup>3</sup> A module that is assessed based on one single assessment may not exceed the value of 20 ECTS credits.

<sup>4</sup> The plans of studies stipulate how the units of credit integrated into one module are to be assessed.

<sup>5</sup> The grade of a module corresponds to the weighted mean of the grades of the individual assessments weighted according to ECTS credits and shall be stated with two decimal places. The grade of the module, consisting of several or one assessment, must, in due consideration of the compensation rule for failed assessments as set forth in Article 38, be sufficient (minimum 4.0). *[Version of 04/11/2019]*

INTERFACULTY ELECTIVES

**Art. 6** Select units of credit can be offered as interfaculty electives with one assessment each. These are indicated accordingly in the electronic course catalogue.

PLANS OF STUDIES

**Art. 7** <sup>1</sup> The Faculty Council (Fakultätskollegium) issues the plans of studies to be approved by the Executive Board of the University (Art. 39, para. 1 lit. I UniG). The plans of studies are devised by the institutes and departments, as well as by the graduate schools.

<sup>2</sup> The plans of studies stipulate the offering of mono, major and minor programs and govern the study programs within the scope of these regulations.

<sup>3</sup> The plans of studies govern the titles to be earned and, as the case may be, the special qualification.

<sup>4</sup> The plans of studies define the structure of the bachelor's and master's degree courses.

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<sup>5</sup> The plans of studies may also provide for required elective courses (15 ECTS credits). Attainments of all faculties of the University of Bern, which are offered as interfaculty electives, may be recognized as credits to required elective courses.

<sup>6</sup> The plans of studies or their appendices stipulate the assessments.

<sup>7</sup> The plans of studies govern how the students are to be informed about assessments.

<sup>8</sup> The plans of studies govern the language requirements of the individual study programs.

DIRECTORATE OF STUDIES

**Art. 8** <sup>1</sup> The directorate of studies is responsible for the organization of assessments.

<sup>2</sup> The directorate of studies can delegate the competence for the organization of assessments to the examiners, but remains responsible.

STUDENT ADVISORY SERVICES

**Art. 9** The students are entitled to regular study advice, which is assured by the directorates of studies.

## ***II. Studying at the Faculty***

ADMISSION TO STUDIES

**Art. 10** <sup>1</sup> The regulations for admission to study at the Faculty are in accordance with Article 10 to 14 UniV, and the registration procedure as set forth in Article 70 to 76 UniSt.

<sup>2</sup> The admission of exchange students, students with a performance agreement and auditors may be subject to special provisions.

<sup>3</sup> Students who have been irrevocably excluded from a degree course due to failure to pass assessments at a higher education institution shall be excluded from admission to study the same degree course. The decision lies with the study committee.

STUDY COMBINATIONS

**Art. 11** <sup>1</sup> It is not admissible to choose major and minor programs in the same branch of studies. Exceptions are governed by the respective plan of studies.

<sup>2</sup> Any compulsory minor programs shall be listed in the respective plan of studies.

<sup>3</sup> It is permissible to choose additional units of credit not provided for in the plans of studies. These shall be stated in the Diploma Supplement as coursework outside regular curriculum.

STANDARD DURATION OF STUDY, EXTENSION OPTIONS

**Art. 12** <sup>1</sup> The standard duration of study for full-time students is:

*a* 6 semesters for the bachelor's degree program,

*b* 3 semesters for the master's degree program to the value of 90 ECTS credits or, as the case may be, 4 semesters for the master's degree program to the value of 120 ECTS credits.

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<sup>2</sup> A petition for extension of duration of study is necessary if 8 semesters in the bachelor's degree program and 5 semesters in the master's degree program (value of 90 ECTS credits) or, as the case may be, 6 semesters in the master's degree program (value of 120 ECTS credits) are exceeded. The petition must be submitted before the end of the last semester of this time limit.

<sup>3</sup> In the event of valid reasons (Art. 35 UniV), the duration of study can be extended for coming semesters. Permission for extension of the duration of study shall be granted at the most for two semesters. Thereafter, as the case may be, a new petition for extension, at the most for two semesters, is to be submitted.

<sup>4</sup> The responsibility for managing extension petitions for the first two semesters lies with the directorate of studies; for any further semesters it lies with the study committee. Negative decisions shall be issued in the form of an announcement open to appeal of the study committee. In the event that an extension petition is granted, an individual timetable may be set.

<sup>5</sup> In the case of a repetition of bachelor or master theses, a respective extension shall be granted by the competent body upon a written petition (paragraph 4). Negative decisions shall be issued in the form of an announcement open to appeal of the study committee.

<sup>6</sup> The tuition fee is in accordance with Article 39 UniV. A decision on any application for case of hardship pursuant to Article 39 paragraph 3 UniV shall be irrespective of the decision concerning the extension of duration of study.

#### EXCLUSION FROM STUDIES

**Art. 13** <sup>1</sup> Students who exceed 8 semesters in the bachelor's degree program and 5 semesters in the master's degree program (value of 90 ECTS credits) or, as the case may be, 6 semesters in the master's degree program (value of 120 ECTS credits) without permission for extension of studies (Art. 12) shall be excluded from the respective degree program.

<sup>2</sup> Students who do not complete any assessments during one year may be excluded from further studies. Valid reasons pursuant to Article 35 UniV remain reserved. The decision lies with the study committee.

<sup>3</sup> Students who are definitely no longer able to meet the demands of the plan of studies shall be excluded from the respective degree program.

<sup>4</sup> An exclusion from a major program also extends to the corresponding minor program if the insufficient attainment based on which the exclusion is occurring is also a compulsory part of the minor program. In the event that the insufficient attainments are not a compulsory part of the minor program, the minor program may be studied. The study committee decrees the exclusion and specifies which study programs it applies to.

<sup>5</sup> An exclusion from a bachelor major program automatically leads to a non-admission to the corresponding master major

program; this same rule also applies to bachelor and master minor programs. Admission to the master major program via the bachelor minor program with admission requirements is not possible if said admission requirements include compulsory courses that were not passed, which led to an exclusion from the bachelor major program.

<sup>6</sup> If admission to a master's degree program occurs with admission requirements, non-fulfilment of the admission requirements shall lead to an exclusion.

TRANSITION FROM  
BACHELOR'S TO MASTER'S  
DEGREE PROGRAMS

**Art. 14** Bachelor students may take courses in a master's degree program, provided they have earned at least 150 ECTS credits in their bachelor's degree program. Parallel studying of bachelor and master's degree programs is permitted for a maximum of one semester; thereafter, the bachelor's degree program must be completed or this option shall lapse. The preponed attainments shall be recognized as an attainment in the master's degree program after the bachelor's diploma has been awarded.

### **III. Recognition of Other Academic Attainments**

EXCHANGE STUDENTS AND  
RECOGNITION OF EXTERNAL  
ATTAINMENTS

**Art. 15** <sup>1</sup> Exchange students who complete academic attainments at another university may have a maximum of 60 ECTS credits earned externally recognized as credits to their bachelor's degree program. The bachelor thesis may not be done externally.

<sup>2</sup> Exchange students who achieve or have achieved academic attainments at another university may have a maximum of 30 ECTS credits recognized as credits to their master's degree program. The master thesis may not be done externally.

<sup>3</sup> The study committee is responsible for the recognition of external academic attainments.

<sup>4</sup> The study committee may delegate the recognition of external academic attainments to the directorate of studies up to an upper limit of ECTS credits defined by said committee. If the limit is exceeded, a learning agreement is to be approved by the study committee prior to the exchange visit. Negative decisions shall be issued in the form of an announcement open to appeal of the study committee.

RECOGNITION OF EXTERNAL  
ATTAINMENTS FOLLOWING A  
CHANGE OF UNIVERSITY

**Art. 16** <sup>1</sup> To receive a bachelor's degree of the Faculty, a minimum of 60 ECTS credits incl. bachelor thesis must be earned at the University of Bern, of which a minimum of 45 ECTS credits must be earned in the major.

<sup>2</sup> To receive a master's degree of the Faculty, a minimum of 30 ECTS credits must be earned plus the master thesis written at the University of Bern, of which a minimum of three quarters of the ECTS credits must be earned in the major.

SECOND DEGREE

**Art. 17** <sup>1</sup> Students starting a second degree (a second bache-

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lor's or second master's degree program after successfully completing a bachelor's or master's degree) may apply for a waiver of attainments by virtue of their first degree program.

<sup>2</sup> The waiver may not exceed the value of 60 ECTS credits in the bachelor's degree course and the value of 30 ECTS credits in the master's degree course.

<sup>3</sup> The bachelor and master thesis may not be waived.

<sup>4</sup> The age of the first academic degree is irrelevant.

<sup>5</sup> In the case of specialized master's degree courses, the waiver of attainments may be governed differently in the corresponding plans of studies.

PARALLEL DEGREE PROGRAMS

**Art. 18** <sup>1</sup> Parallel degree programs (i.e. simultaneous studying of two full degree courses) are, in principle, permitted, but do require prior consent of the Faculty or faculties; however, this does not qualify as a valid reason for an extension of duration of study.

<sup>2</sup> A minor program may be waived in the case of parallel degree courses. The waiver may not exceed the value of 60 ECTS credits in the bachelor's degree course and the value of 30 ECTS credits in the master's degree course.

WAIVER AND RECOGNITION

**Art. 19** <sup>1</sup> In the event of a waiver of academic attainments, the corresponding grades shall not be recognized as credits to the second degree program or the parallel degree program.

<sup>2</sup> Recognition of academic attainments may occur with or without a grade.

## ***IV. Assessments***

### ***1. General***

TIME OF ASSESSMENTS

**Art. 20** <sup>1</sup> Assessments of the corresponding unit of credit shall take place at the latest before the start of lectures of the following semester, provided they are assessed with one assessment only.

<sup>2</sup> Exchange students have the option of having parts of modules assessed at the end of their stay.

PERSONS EMPOWERED TO CARRY OUT ASSESSMENTS

**Art. 21** <sup>1</sup> The persons empowered to carry out assessments and to supervise bachelor theses are lecturers of the Faculty in accordance with Article 49 litera a to g UniV; the persons empowered to supervise master theses are lecturers of the Faculty in accordance with Article 49 litera a to e UniV.

<sup>2</sup> The study committee may designate additional persons of the Faculty and other faculties within the meaning of paragraph 1 to

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carry out assessments and supervise bachelor and master theses (admitted persons).

<sup>3</sup> Furthermore, persons may be granted permission to supervise bachelor and master theses who do not pertain to the categories set forth in paragraph 1 and 2, provided the responsibility is exercised by an empowered person in accordance with paragraph 1.

<sup>4</sup> The study committee may, at the request of the competent directorate of studies, permit additional persons to carry out one-time, specific assessments.

<sup>5</sup> The lecturers of the unit of credit are responsible for the organization and implementation of the corresponding assessments.

#### ORAL ASSESSMENTS

**Art. 22** <sup>1</sup> Oral assessments are, for instance, oral course examinations, oral module examinations and presentations.

<sup>2</sup> If an oral assessment is conducted by only one empowered person (Art. 21), an observer must be present.

<sup>3</sup> For each oral assessment, minutes of the examination shall be taken that provide an outline of the examination questions, the answers and the examination process.

<sup>4</sup> The duration of oral assessments is 15 to 75 minutes.

#### WRITTEN EXAMINATIONS

**Art. 23** <sup>1</sup> The duration of written examinations is 30 to 180 minutes.

<sup>2</sup> The persons responsible for the examination shall report the results of the written examinations within one month to the competent body.

<sup>3</sup> After the announcement of the examination results, the students are entitled to view their examination scripts.

#### OTHER ASSESSMENTS

**Art. 24** Other assessments result, in particular, from internships, field courses, seminar and pro-seminar work as well as project work.

#### FINAL EXAMINATIONS

**Art. 25** Assessments classified as final examinations of a bachelor's or master's degree program are an integral part of the bachelor or master thesis; no ECTS credits shall be awarded for these assessments. Details are provided in the respective plan of studies.

#### LANGUAGE

**Art. 26** <sup>1</sup> The language of the assessment corresponds to the language of instruction: German, French or English. Caveat: Article 11 UniG.

<sup>2</sup> Should the students wish to express themselves in a language other than the language of instruction, they must apply for this at the time of registering for the assessment.

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## 2. Theses

FORM	<b>Art. 27</b> The bachelor and master theses may be carried out and written individually or in a group. The part of each participant must be clearly indicated.
SUPERVISION	<b>Art. 28</b> A bachelor or master thesis shall be written under the supervision of one or more empowered persons pursuant to Article 21, and evaluated with a grade of the grading scale as set forth in Article 34.
EXTENSION OF TIME LIMIT	<b>Art. 29</b> <sup>1</sup> A bachelor or master thesis is to be submitted to the supervisor or, as the case may be, to the supervisors within the set time limit.  <sup>2</sup> If for valid reasons (Art. 35 UniV) the bachelor or master thesis cannot be completed within the set time limit, the duration can be extended by the supervisor or supervisors upon consultation with the competent directorate of studies. Negative decisions shall be issued in the form of an announcement open to appeal of the study committee.  <sup>3</sup> If a candidate fails to meet the time limit set for submitting the bachelor or master thesis, the thesis shall be graded with the grade 1.
DECLARATION	<b>Art. 30</b> Bachelor theses and master theses must contain the following declaration at the end, including the date and a hand-written signature:  <i>“I declare herewith that this thesis is my own work and that I have not used any sources other than those stated. I have indicated the adoption of quotations as well as thoughts taken from other authors as such in the thesis. I am aware that the Senate pursuant to Article 36 paragraph 1 litera r of the University Act of September 5th, 1996 is authorized to revoke the title awarded on the basis of this thesis.</i>  <i>For the purposes of evaluation and verification of compliance with the declaration of originality and the regulations governing plagiarism, I hereby grant the University of Bern the right to process my personal data and to perform the acts of use this requires, in particular, to reproduce the written thesis and to store it permanently in a database, and to use said database, or to make said database available, to enable comparison with theses submitted by others.”</i>
COPYRIGHT	<b>Art. 31</b> The author of a bachelor or a master thesis is the originator or, as the case may be, the co-originator in accordance with copyright law.

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### 3. Conducting Assessments

#### ASSESSMENT REGISTRATION AND WITHDRAWAL

**Art. 32** <sup>1</sup> The students are to register for the respective assessment within the deadline stipulated by the directorate of studies. In the event of non-compliance with proper registration, the students shall not be entitled to correction and grading. A completed examination shall thus be deemed not taken.

<sup>2</sup> Registrations can be withdrawn at the latest up to 14 days prior to the assessment without any reason. Withdrawals less than 14 days before the assessment can only be asserted with valid reasons such as in particular: pregnancy, illness, an accident, student's military service or the death of a close individual. Otherwise, the assessment is considered failed with the grade 1.

<sup>3</sup> Students who, without any valid reason, remain absent from an assessment or discontinue an assessment shall receive the grade 1. Valid reasons for remaining absent from or discontinuing an assessment are in particular: pregnancy, illness, an accident or death of a close individual.

<sup>4</sup> A medical certificate is to be submitted to the relevant directorate of studies at the earliest possible time; an independent medical consultant may be consulted.

<sup>5</sup> If need be, the persons responsible for the assessments shall take provisional measures and inform the directorate of studies, who shall then decide on the admissibility of the absence or discontinuation. A negative decision shall be issued by the study committee in the form of an announcement open to appeal.

#### PREREQUISITES FOR PARTICIPATION IN ASSESSMENTS

**Art. 33** The plans of studies may stipulate prerequisites for participation in assessments.

#### EVALUATION OF ATTAINMENTS AND GRADING SCALE

**Art. 34** <sup>1</sup> As a rule, assessments are graded on a grading scale of 1 to 6.

<sup>2</sup> Assessments for which no grades are awarded are assessed as "passed" for sufficient or as "failed" for insufficient attainments. Not more than one quarter of the total sum of ECTS credits of a study program may be earned through assessments for which no grades are awarded.

<sup>3</sup> Sufficient attainments are graded as follows:

6	excellent,
5.5	very good,
5	good,
4.5	satisfactory,
4	sufficient/pass.

<sup>4</sup> When the grading scale is applied, the grades for insufficient attainments are 1, 1.5, 2, 2.5, 3 or 3.5.

<sup>5</sup> The average of the grades from the individual assessments is

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calculated as the mean of these grades weighted according to ECTS credits. Details are set out in the plans of studies.

<sup>6</sup> Grades of units of credit resulting from a weighted averaging are subject to the following rounding policy: [Version of 04/11/2019]

Grade to be rounded in the range of			Rounded grade
5.75	...	6	6
5.25	...	< 5.75	5.5
4.75	...	< 5.25	5
4.25	...	< 4.75	4.5
4	...	< 4.25	4
<b>3.25</b>	...	<b>&lt; 4</b>	<b>3.5</b>
2.75	...	< 3.25	3
2.25	...	< 2.75	2.5
1.75	...	< 2.25	2
1.25	...	< 1.75	1.5
1	...	< 1.25	1

<sup>7</sup> Paragraph 5 shall apply to the overall grade (Art. 47 and 57) of bachelor's and master's degrees.

#### INFORMATION ABOUT ASSESSMENT RESULTS

**Art. 35** <sup>1</sup> The students shall be notified of the result of each assessment by way of the electronic exam administration system.

<sup>2</sup> The students shall be informed to the effect that, within a specified time limit as of receipt of that notification, an announcement of grades open to appeal may be requested at the Dean's Office. Furthermore, once a year, the students shall receive an annual announcement of grades open to appeal comprising all the hitherto not yet announced grades.

#### ACCESS TO FILES, ARCHIVING AND DESTRUCTION OF DATA

**Art. 36** The corresponding directives of the Executive Board of the University of Bern are valid for the accessing of files, archiving and destruction of data.

#### RETAKEING OF ASSESSMENTS

**Art. 37** <sup>1</sup> Only insufficient assessments, incl. bachelor and master theses, may be retaken once. The plans of studies may provide that compulsory courses, which cannot be compensated, can be retaken twice. Passed assessments cannot be retaken.

<sup>2</sup> The plans of studies govern the modalities of the repetition of insufficient assessments.

<sup>3</sup> In the event of a retaking of an insufficient oral assessment, the candidate is entitled to request to be assessed by other examiners.

<sup>4</sup> In the event of a retaking, the grading of the last retaken as-

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assessment shall count.

COMPENSATION OF  
INSUFFICIENT ASSESSMENTS

**Art. 38** <sup>1</sup> Insufficient assessments may be compensated if:

- a the assessments are components of a module,
- b the module grade is determined cumulatively and
- c the module grade is at least 4.0.

<sup>2</sup> The plans of studies may

- a stipulate a maximum number of insufficient assessments within a module,
- b define compulsory courses, which cannot be compensated, and
- c stipulate that insufficient assessments lower than a grade 3 may not be compensated.

<sup>3</sup> The plans of studies may provide that compensation is possible only after all of the insufficient assessments have been re-taken.

<sup>4</sup> In the case of assessments for which no grades are awarded (Art. 34 para. 2), failed assessments cannot be compensated.

USE OF UNAUTHORIZED  
AUXILIARY MATERIALS DURING  
ASSESSMENTS

**Art. 39** <sup>1</sup> Students who attempt to influence a grade to their own or to another person's advantage, in particular through the use of unauthorized auxiliary materials, shall receive the grade 1.

<sup>2</sup> Having unauthorized auxiliary materials present or, if there is any suspicion to that effect, refusal to collaborate with the proctor to clarify the situation already qualifies as cheating.

<sup>3</sup> In the case of written examinations and performance assessments, the proctor shall make a written note of the incident and report it to the examining lecturer.

<sup>4</sup> The University of Bern reserves the right to take disciplinary measures pursuant to university law and to prosecute.

FEEES FOR ASSESSMENTS

**Art. 40** <sup>1</sup> The fees for taking all of the assessments in the bachelor's and master's degree program amount to a total of 300 Swiss francs each (Art. 43 para. 1 UniV).

<sup>2</sup> The total fee shall be charged at the time the bachelor's diploma or master's degree is issued.

## V. *Bachelor's degree program*

DEGREE PROGRAM OBJECTIVES	<b>Art. 41</b> The degree program objectives are set forth in the respective plans of studies.
BACHELOR THESIS	<b>Art. 42</b> <sup>1</sup> A bachelor's degree program comprises the writing of a bachelor thesis to the value of 10 ECTS credits with the exception of the bachelor's degree program pharmaceutical sciences. [Version of 04/11/2019] <sup>2</sup> The plans of studies define the nature and time frame, and stipulate when and under which circumstances the bachelor thesis can be started. The start of thesis work shall be specified in writing by the competent directorate of studies.
EVALUATION	<b>Art. 43</b> <sup>1</sup> A bachelor thesis shall be graded by the supervisor or the supervisors within four weeks after submission to the attention of the competent directorate of studies. If there are several supervisors, they must agree on one grade. <sup>2</sup> In the event that a bachelor thesis is written in a group, the part of each participant shall be graded independently. <sup>3</sup> Recognition of credit for the bachelor thesis shall only be awarded if the grade achieved is sufficient. Otherwise a new topic is to be worked on.
COMPLETION OF STUDIES	<b>Art. 44</b> The students shall get in touch with the directorate of studies to initiate the completion procedure. The directorate of studies shall check if all of the study prerequisites have been met. The Dean's Office shall issue the relevant certificates (Diploma, Diploma Supplement or Confirmation of Completed Minor Program) and shall present them upon receipt of the fees (Art. 40).
PASSING STANDARDS BACHELOR'S DEGREE PROGRAM AND GRADE	<b>Art. 45</b> <sup>1</sup> The bachelor's degree program is passed if: <i>a</i> the weighted mean of the grades weighted according to ECTS credits of the individual assessments of the bachelor's degree program according to the plan of studies is at least 4.0, <i>b</i> the insufficient assessments have been compensated pursuant to Article 38, <i>c</i> no module grade is below a 4.0 and <i>d</i> the bachelor thesis if required has been awarded at least the grade 4. [Version of 04/11/2019] <sup>2</sup> The overall grade of the bachelor's degree is calculated according to paragraph 1 litera a. The rounding mechanism is as set forth in Article 34 paragraph 6.

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PASSING STANDARDS MINOR  
STUDY PROGRAM AND GRADE

**Art. 46** <sup>1</sup> A minor study program is passed if

- a the weighted mean of the grades weighted according to ECTS credits of the individual assessments of the study program according to the plan of studies is at least 4.0,
- b the insufficient assessments have been compensated pursuant to Article 38 and
- c no module grade is below a 4.0.

<sup>2</sup> The grade of the minor study program corresponds to the weighted mean of the grades of the individual assessments weighted according to ECTS credits and shall be stated with two decimal places. [Version of 04/11/2019]

TITLE AND LATIN HONORS

**Art. 47** <sup>1</sup> Upon passing a bachelor's degree program, the Faculty shall award the title pursuant to Article 3 litera a with the latin honors as follows:

- 6 summa cum laude
- 5.5 insigni cum laude
- 5 magna cum laude
- 4.5 cum laude
- 4 rite

The rounding of grades shall be pursuant to Article 34 paragraph 6.

<sup>2</sup> A Diploma Supplement shall be issued concurrently with the bachelor degree.

## **VI. Master's degree program**

DEGREE COURSE OBJECTIVES

**Art. 48** The degree program objectives are set forth in the respective plans of studies.

ADMISSION

**Art. 49** <sup>1</sup> Admission to a master's degree program is governed in Article 29 paragraphs 3 and 4 UniG.

<sup>2</sup> Admission to a master's degree program at the Faculty is granted to students who have earned a bachelor's degree from a Swiss university in the relevant branch of studies.

<sup>3</sup> Students who have earned a bachelor's degree from a Swiss university in a different branch of studies shall be admitted to the master's degree program provided the necessary prerequisites for the successful completion of the master's degree program can be earned with additional attainments worth maximum 60 ECTS credits.

<sup>4</sup> Admission of students with a bachelor's or master's degree from a university of applied sciences is governed by the relevant regulations of the University of Bern.

<sup>5</sup> Foreign bachelor's degrees shall be assessed as to their

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equivalence. Admission shall occur provided the necessary pre-requisites for the successful completion of the master's degree program can be earned with additional attainments worth maximum 60 ECTS credits.

<sup>6</sup> The bachelor's degree or equivalent degree may not date back more than ten years.

<sup>7</sup> As a rule, admission to a minor program to the value of 30 ECTS credits at master level presupposes a corresponding minor program to the value of 60 ECTS credits at bachelor level.

<sup>8</sup> Admission to specialized master's degree programs is governed in the corresponding plans of studies.

#### ADDITIONAL ATTAINMENTS

**Art. 50** <sup>1</sup> Knowledge and skills not acquired in the completed bachelor's degree program may be demanded as additional attainments, provided said additional attainments do not exceed the value of up to 60 ECTS credits. The additional attainments shall be defined individually by the study committee.

<sup>2</sup> Additional attainments can either be admission requirements which must be fulfilled before admission to the master's degree program or admission requirements which must be fulfilled within a time limit set by the study committee in order to complete the master's degree program.

<sup>3</sup> In the event that admission is subject to admission requirements, failure to meet said admission requirements shall lead to exclusion from the degree program. Admission requirements can be stipulated either as individual courses or as existing modules of the bachelor study programs. Failed admission requirements may not be compensated by other attainments.

<sup>4</sup> Students with a bachelor's degree from a Swiss university in the relevant branch of studies may be subject to admission requirements which must be fulfilled in order to complete the master's degree program.

<sup>5</sup> Students with a bachelor's degree from a Swiss university in a different branch of studies may be subject to admission requirements which must be fulfilled in order to complete the master's degree program and/or admission requirements which must be fulfilled before admission to the master's degree program.

<sup>6</sup> Students with a bachelor's degree from a university of applied sciences or with a foreign bachelor degree may be subject to admission requirements which must be fulfilled in order to complete the master's degree program and/or admission requirements which must be fulfilled before admission to the master's degree program.

<sup>7</sup> Additional attainments may lead to an extension of the duration of studies, which is to be treated as a valid reason pursuant to Article 12 paragraph 3.

<sup>8</sup> Additional attainments shall be stated separately in the Diploma Supplement.

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<sup>9</sup> Details concerning the additional attainments are governed in the plans of studies.

MASTER THESIS

**Art. 51** <sup>1</sup> The master's degree program comprises the writing of a master thesis. The plans of studies define the scope of the master thesis of 30, 45 or 60 ECTS credits and the duration.

<sup>2</sup> The plans of studies define the nature and time frame, and stipulate when and under which circumstances the master thesis can be started. The start of thesis work shall be specified in writing by the competent directorate of studies.

<sup>3</sup> Master theses may consist of articles already submitted for publication or already published; in such cases, the articles must be summarized and annotated in an introductory text.

LANGUAGE

**Art. 52** Master theses shall be written in German, French or English. Exceptions may, upon request, be granted by the study committee.

EVALUATION

**Art. 53** <sup>1</sup> A master thesis shall be graded by the supervisor or the supervisors within four weeks after submission to the attention of the study committee. If there are several supervisors, they must agree on one grade.

<sup>2</sup> In the event that a master thesis is written in a group, the part of each participant shall be graded independently.

<sup>3</sup> Recognition of credit for the master thesis shall only be awarded if the grade achieved is sufficient. Otherwise a new topic is to be worked on.

COMPLETION OF STUDIES

**Art. 54** The students shall get in touch with the directorate of studies to initiate the completion procedure. The directorate of studies shall check if all of the study prerequisites have been met. The Dean's Office shall issue the relevant certificates (Diploma, Diploma Supplement or Confirmation of Completed Minor Program) and shall present them upon receipt of the fees (Art. 40).

PASSING STANDARDS MASTER'S DEGREE PROGRAM AND GRADE

**Art. 55** <sup>1</sup> The master's degree program is passed if:

- a the weighted mean of the grades weighted according to ECTS credits of the individual assessments of the master's degree program according to the plan of studies is at least 4.0,
- b the insufficient assessments have been compensated pursuant to Article 38,
- c no module grade is below a 4.0,
- d any admission requirements have been passed successfully and
- e the master thesis has been awarded at least the grade 4.

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<sup>2</sup> The overall grade of the master's degree is calculated according to paragraph 1 litera a. The rounding mechanism is as set forth in Article 34 paragraph 6.

PASSING STANDARDS MINOR  
STUDY PROGRAM AND GRADE

**Art. 56** <sup>1</sup> The minor study program is passed if

- a the weighted mean of the grades weighted according to ECTS credits of the individual assessments of the study program according to the plan of studies is at least 4.0,
- b the insufficient assessments have been compensated pursuant to Article 38,
- c no module grade is below a 4.0 and
- d any admission requirements have been passed successfully.

<sup>2</sup> The grade of the minor study program corresponds to the weighted mean of the grades of the individual assessments weighted according to ECTS credits and shall be stated with two decimal places. [Version of 04/11/2019]

TITLE AND LATIN HONORS

**Art. 57** <sup>1</sup> Upon passing a master's degree program, the Faculty shall award the title pursuant to Article 3 litera b with the latin honors as follows:

- 6 summa cum laude
- 5.5 insigni cum laude
- 5 magna cum laude
- 4.5 cum laude
- 4 rite

The rounding of grades shall be pursuant to Article 34 paragraph 6.

<sup>2</sup> A Diploma Supplement shall be issued concurrently with the master's degree.

### ***VII. Judicature***

PROCEEDINGS

**Art. 58** The University Act of September 5<sup>th</sup>, 1996 (UniG) and Administrative Judicature Act (Gesetz über die Verwaltungsrechtspflege, VRPG) of May 23<sup>th</sup>, 1989 are applicable for proceedings.

APPEAL PROCEEDINGS

**Art. 59** <sup>1</sup> Appeals may be filed against announcements issued by the Faculty bodies within 30 days at the Appeal Committee (Rekurskommission).

<sup>2</sup> In the case of appeals against examination results, the plea of inadequacy is inadmissible.

### ***VIII. Transitional and Final Provisions***

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TRANSITIONAL PROVISIONS  
PHD

**Art. 60** The Faculty shall issue separate regulations governing PhD studies (Promotionsreglement). Until said regulations have been issued, the relevant provisions of the Regulations governing the studies and assessments at the Faculty of Science (Philosophisch-naturwissenschaftliche Fakultät) (study regulations Phil.-nat. Fakultät [RSL Phil.-nat.]) of April 14<sup>th</sup>, 2005 shall apply.

REPEAL OF LEGAL TEXT

**Art. 61** The following legal text is repealed:

Regulations governing the studies and assessments at the Faculty of Science (Philosophisch-naturwissenschaftliche Fakultät) (study regulations Phil.-nat. Fakultät [RSL Phil.-nat.]), of April 14<sup>th</sup>, 2005.

ENTRY INTO FORCE

**Art. 62** These regulations shall enter into force on August 1<sup>st</sup>, 2018.

Bern,

On behalf of the Faculty of Science  
The Dean:

*Approved by the Ministry of Education (Erziehungsdirektion):*

Bern,

The Minister of Education (Erziehungsdirektorin):

## **Amendments**

### *Entry into force*

Amendment of April 11<sup>th</sup>, 2019, in force as of August 1<sup>st</sup>, 2019

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