



# Curriculum: Institutional Part Architectural Technology and Construction Management and Building Technology

A 2016

This curriculum applies to students registered at UCN before 29 August 2016.

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## 1. Institution-specific curriculum for the Bachelor's Degree Programme in Architectural Technology and Construction Management

The institution-specific curriculum has been specified and approved by UCN.

The national section of the curriculum stipulates the academic framework of the study programme. The institution-specific part of the study programme stipulates the rules for the implementation of the entire study programme.

The institution-specific curriculum applies to both the Architectural Technology and Construction Management programme and the Building Technology programme, as the curriculum for the first three semesters of both programmes is the same. After this, building technology students branch off to pursue a separate line of study in the fourth semester.

Each study programme has its own national curriculum, which was jointly prepared by the institutions authorised to provide the study programme. The national section of the curriculum is also approved by UCN.

Where specified in this curriculum, the study programme can make an exception in certain situations involving exceptional circumstances.

According to practice, "exceptional circumstances" are characterised as a sudden and unexpected change of conditions that a student is unable to guard himself/herself against – such as his/her own sudden and verified illness or that of a member of his/her immediate family, the death of a member of his/her immediate family or other matters that concern the individual student – and that is usually not the fault of the student. Furthermore, the performance of a public duty, e.g. as a lay judge or member of a jury, is also comprised by the concept. If, in the assessment of UCN, exceptional circumstances are involved, this practice will be applied.

## 2. Overview of the programmes' exams

### 2.1 Exams of the Architectural Technology and Construction Management Study Programme

Semester	Exams Constructing Architect	ECTS	Internal/ external	Assessment
1st	Academic aptitude examination	0	Internal	Pass/ Fail
1st and 2nd	Housing construction and Construction up to 2½ storeys	60	External	7-point grading scale
3rd	Commercial fabrication and prefabrication	25	Internal	7-point grading scale
	Elective educational component	5	Internal	7-point grading scale
4th and 5th	Multi-storey building up to 3 storeys	25	Internal	7-point grading scale
	Elective educational component	5	Internal	7-point grading scale
	Refurbishment	15	Internal	7-point grading scale
	Elective educational component	15	Internal	7-point grading scale
6th	Internship	30	Internal	7-point grading scale
7th	Elective educational component	10	External	7-point grading scale
	Bachelor's degree project	20	External	7-point grading scale

### 2.2 Building Technology Exams

Semester	Exams Building Technologist	ECTS	Internal/ external	Assessment
1st	Academic aptitude examination	0	Internal	Pass/ Fail
1st and 2nd	Housing construction and Construction up to 2½ storeys	60	External	7-point grading scale
3rd	Commercial fabrication and prefabrication	25	Internal	7-point grading scale
	Elective educational component	5	Internal	7-point grading scale
4th	Internship	15	Internal	7-point grading scale
	Final degree project	15	External	7-point grading scale

Practical information concerning the exams will be available on the school's Canvas learning platform.

### **3. Study programme exams**

#### **3.1 Academic aptitude examination**

##### **3.1.1 Exam type and design**

The exam is an individual, internally assessed oral exam.

##### **3.1.2 Exam contents**

The exam aims to clarify whether the student has in fact commenced his/her studies. The exam is based on the instruction and activities conducted during the induction process (first two weeks of the programme).

##### **3.1.3 Scheduled time**

The academic aptitude examination will take place no later than two months after study programme start. Resit exams will be held not later than three months after study programme start. Further details about time and place are found in the syllabus.

##### **3.1.4 Form of assessment**

Pass/Fail.

##### **3.1.5 Use of exam aids**

No exam aids are permitted.

##### **3.1.6 Exam language**

Danish.

##### **3.1.7 Exam ECTS credits**

This exam does not earn students any ECTS credits and is not featured on the degree certificate.

##### **3.1.8 Assessment criteria**

The exam is based on the instruction and activities conducted during the induction process (first two weeks of the programme).

##### **3.1.9 Legal consequences of failing the academic aptitude examination**

If a student fails the exam, the student will have the opportunity to re-sit the exam not later than three months after study programme start. This means that the student has a total of two examination attempts. If the student does not pass the resit exam, the student's enrolment in the study programme will be terminated in accordance with Ministerial Order no. 223 of 11 March 2014 on admission to academy profession degree programmes and professional bachelor's degree programmes.

##### **3.1.10 Complaints**

The academic aptitude test is not covered by the rules in Chapter 10. Complaints about exams.

This means that the student *cannot* complain about any of the following:

- 1) the examination basis, including exam questions, assignments or similar;
- 2) how the exam was conducted; or
- 3) the assessment.

### **3.1.11 Exemption**

The study programme may exempt individual students from the deadlines that have been set for passing the academic aptitude examination if the exemption is due to illness, maternity or paternity leave or to exceptional circumstances.

## **3.1 1st and 2nd semesters: Housing construction and Construction up to 2½ storeys**

### **3.1.1 Goals for learning outcomes**

See the national section of the curriculum for the compulsory educational components “Housing construction” and “Construction up to 2½ storeys”.

### **3.1.2 ECTS credits and examination procedure**

#### **Exam credits**

60 ECTS credits.

#### **Exam procedure**

The exam is an externally-assessed oral exam on the grounds of a written multidisciplinary project which makes up both the examination basis as well as the assessment basis and which includes a group part and an individual part. The exam itself starts out as a group presentation, after which it moves into individual presentation and examination.

A group may have up to 4 members.

The exam is assessed and graded according to the 7-point grading scale.

The written, graphical and oral performance is assessed as a whole, leading to a single grade, pursuant to the assessment criteria.

The exam is organised as a combination of presentation and defence. The breakdown can be seen in the folder about the exam on the Canvas learning platform. Each exam concludes with assessment, feedback and grading. Exam duration is 35 minutes per student in all.

#### **Assessment criteria**

The assessment criteria for the exam are the same as the learning objectives for the compulsory educational component: Housing construction and Construction up to 2½ storeys. Writing and spelling skills will be included in the assessment.

The project work will be assessed according to the following criteria:

- Discipline-specific knowledge, the solutions applied and documentation for their use

- The assignment solution's multidisciplinary context and clarity
- The selected working method and working process
- The oral presentation and argumentation

The learning objectives are described in the national section of the curriculum.

#### **4.2.4. Use of exam aids**

All exam aids are permitted, except during the oral examination.

#### **4.2.5. Scheduled time**

The exam must be passed before the end of the 2nd academic year in order for the student to be able to continue in the programme.

The study programme may exempt individual students from the deadlines that have been set for passing the exam if the exemption is due to illness, maternity or paternity leave or to exceptional circumstances. Further details about time and place and the handing in of the written group project are found on the Canvas learning platform.

#### **4.2.6. Exam language**

Danish.

## **3.2 3rd semester: Industrial construction**

### **3.2.1 Goals for learning outcomes**

Please refer to the national section of the curriculum.

### **3.2.2 Exam prerequisites, including compulsory participation**

The student is required to have participated in "Innovation Week" and "Construction Site Week" in order to be able to sit the compulsory exam.

If the student does not take part in the above, the student is under an obligation to prepare a replacement assignment, specified by a teacher, equivalent to the ETCS credits allocated to the above process.

### **3.2.3 ECTS credits and examination procedure**

#### **Exam credits**

25 ECTS credits.

#### **Exam procedure**

The exam is an internally-assessed oral exam on the grounds of a written multidisciplinary project, which includes a group part and an individual part. The exam itself starts out as a group presentation, after which it moves into individual presentation and examination.

The exam is assessed and graded according to the 7-point grading scale.

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The written, graphical and oral performance is assessed as a whole, leading to a single grade, pursuant to the assessment criteria.

The exam is organised as a combination of presentation and defence. The time allotted to each section is found under the examination point on UCN's Canvas learning platform. Each exam concludes with assessment, feedback and grading. Exam duration is 30 minutes per student, including time for deliberations.

#### **Assessment criteria**

The assessment criteria for the exam are the same as the learning objectives for the compulsory educational component: Industrial construction. Writing and spelling skills will be included in the assessment.

The project work will be assessed according to the following criteria:

- Discipline-specific knowledge, the solutions applied and documentation for their use
- The assignment solution's multidisciplinary context and clarity
- The selected working method and working process
- The oral presentation and argumentation

The learning objectives are described in the national section of the curriculum.

#### **3.2.4 Scheduled time**

The exam will take place at the end of the 3rd semester. Further information about time, location and submission of the written group project can be found on the Canvas learning platform.

#### **3.2.5 Use of exam aids**

All exam aids are permitted, except during the oral examination.

#### **3.2.6 Exam language**

Danish.

### **3.3 4th semester: Multi-storey construction**

#### **3.3.1 Goals for learning outcomes**

Please refer to the national section of the curriculum.

#### **3.3.2 ECTS credits and examination procedure**

##### **Exam credits**

25 ECTS credits.

##### **Exam type and design**

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The exam is an internally-assessed oral exam on the grounds of a written multidisciplinary project, which includes a group part and an individual part. The exam itself starts out as a group presentation, after which it moves into individual presentation and examination.

The exam is assessed and graded according to the 7-point grading scale.

The written, graphical and oral performance is assessed as a whole, leading to a single grade, pursuant to the assessment criteria.

The exam is organised as a combination of presentation and defence. The breakdown can be seen in the folder about the exam on the Canvas learning platform. Each exam concludes with assessment, feedback and grading. Exam duration is 30 minutes per student, including time for deliberations.

### **Assessment criteria**

The assessment criteria for the exam are the same as the learning objectives for the compulsory educational component: Industrial construction. Writing and spelling skills will be included in the assessment.

The project work will be assessed according to the following criteria:

- Discipline-specific knowledge, the solutions applied and documentation for their use
- The assignment solution's multidisciplinary context and clarity
- The selected working method and working process
- The oral presentation and argumentation

The learning objectives are described in the national section of the curriculum.

### **3.3.3 Scheduled time**

The exam will take place at the end of the 4th semester. Further information about time, location and submission of the written group project can be found on the Canvas learning platform.

### **3.3.4 Use of exam aids**

All exam aids are permitted, except during the oral examination.

### **3.3.5 Exam language**

Danish.

## **3.4 5th semester: Refurbishment**

### **3.4.1 Goals for learning outcomes**

See the institution-specific curriculum.

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### 3.4.2 ECTS credits and examination procedure

#### Exam credits

15 ECTS credits.

#### Exam procedure

The exam is an internally-assessed oral exam on the grounds of a written multidisciplinary project, which includes a group part and an individual part. The exam itself starts out as a group presentation, after which it moves into individual presentation and examination.

The assessment is based on the 7-point grading scale.

The written, graphical and oral performance is assessed as a whole, leading to a single grade, pursuant to the assessment criteria. The exam is organised as a combination of presentation and defence. The breakdown can be seen in the folder about the exam on the Canvas learning platform. Each exam concludes with assessment, feedback and grading. Exam duration is 30 minutes per student, including time for deliberations.

#### Assessment criteria

The assessment criteria for the exam are the same as the learning objectives for the compulsory educational component: Industrial construction. Writing and spelling skills will be included in the assessment.

The project work will be assessed according to the following criteria:

- Discipline-specific knowledge, the solutions applied and documentation for their use
- The assignment solution's multidisciplinary context and clarity
- The selected working method and working process
- The oral presentation and argumentation

The learning objectives are described in the national section of the curriculum.

### 3.4.3 Scheduled time

The exam will take place at the end of the 5th semester. Further information about time, location and submission of the written group project can be found on the Canvas learning platform.

### 3.4.4 Use of exam aids

All exam aids are permitted, except during the oral examination.

### 3.4.5 Exam language

Danish.

## 3.5 Elective educational components

The study programme allocates 35 ECTS credits for elective educational components.

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The programme includes the following selection of elective educational components:  
Written elective educational components

- 5 ECTS credits in the 3rd semester
- 5 ECTS credits in the 4th semester
- 5 ECTS credits in the 5th semester
- 10 ECTS credits in the 7th semester

10 ECTS credits for project-related specialisation in the 5th semester  
20 ECTS credits for the bachelor's degree project in the 7th semester

### 3.5.1 Learning objectives

#### **Knowledge**

Upon completion of the course, students should have acquired knowledge of:

1. the theory and practice of the elective subject(s)
2. the selected subjects' relevance as this relates to a construction problem.

#### **Skills**

Upon completion of the course, students should have acquired the skills to:

3. select, describe and perform literature searches for a problem or issue they select within the construction discipline
4. discuss process-related and analytical skills in the context of the selected subject(s)
5. assess problems and specify possible solutions in relation to the elective subject(s)
6. communicate central results.

#### **Competencies**

Upon completion of the course, students should have acquired the skills to:

7. independently acquaint themselves with new topics within the theory or practice of the subject field
8. elaborate on and relate the chosen subject(s) to the other subject fields of the study programme.

### 3.5.2 Elective educational components in the 3rd, 4th, 5th and 7th semesters

The elective educational components will be run as autonomous components to which a supervisor is assigned. The learning objectives of the elective educational components are to be able to obtain knowledge and skill-sets in one or more selected areas within the professional area and at the same time develop skill-sets as described in the qualification framework for tertiary education.

According to the qualification framework: *"The student must be able to identify his/her own learning needs and develop his/her knowledge and skills through the profession."* Moreover, it must become possible for the student to document the requirement of possessing communicative skills. *"He/she must have an ability to communicate practice-oriented and technical solutions to partners and users."*

Accordingly, the purpose of the elective educational component is to enable the student to identify his/her own learning needs, obtain the requisite knowledge, process this in writing and communicate this to partners.

The elective educational components of the Architectural Technology and Construction Management programme in Aalborg must be addressed to the supervisors assigned to the student.

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The elective components of the study programme should be seen as an opportunity to steer one's education in a specific direction and at the same time make it possible for the student to specialise in selected profession-relevant subjects, thereby enabling him/her to support multidisciplinary projects and infuse them with theoretical depth.

### **3.5.3 ECTS credits and examination procedure**

#### **Exam credits**

See above under 4.5.

#### **Design of the exams**

### **3.5.4 Elective educational components: selection of professional direction**

The elective study component process enables the student to choose one of the following areas of specialisation:

- Design
- Construction

The student must choose to specialise either in design or construction. The student can choose the field of his/her specialisation already from the 3rd semester and must make a final choice by the beginning of the 7th semester. The figure below illustrates some of the constructing architect's specialisation options.

### **3.5.5 Selection of topic**

When selecting a topic, the student is free to choose within the overarching objectives of the study programme. This requires the student to formulate a problem within the selected topic area that is related to the discipline and that has a theoretically reasoned or practice-oriented point of departure. Based on the problem, a problem statement must be prepared. In addition to the purpose specified in the ministerial order, the objective of the elective educational component is for the student to develop his/her own abilities to analyse, resolve problems and reflect, which is why the problem statement for the elective educational component must be of a problem-clarifying nature. Final approval of the topic is done by the academic supervisor assigned to the elective educational component.

### **3.5.6 Assignment of a supervisor**

The student must fill in the form on which topic choice, overarching problem and preliminary problem statement are clearly specified. The form is handed in to the administration office by a deadline. The deadlines are found on Pointer. Based on the topic and problem selected, an academic supervisor with qualifications in the topic's field is appointed. The assignment of supervisor and deadlines will be shown on Pointer.

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### 3.5.7 Supervision process

The supervision is primarily conducted at meetings between the student and the supervisor, but it may be more natural to communicate electronically, particularly during the initial phase of the problem statement. The student is responsible for planning the required number of meetings and summoning the supervisor to them throughout the process. In this context it will be expedient from the outset of the supervisory guidance process for the supervisor and student to enter into an agreement concerning the process. Meetings held and supervisory guidance provided during the process must be documented on an ongoing basis. The supervisor may provide advice on both working method and academic problems, but the student is responsible for all decisions made in the process.

### 3.5.8 Working form

An elective educational component is planned and implemented as an individual learning period, but ATCM 4 provides for the option of choosing to carry out the elective educational component as group work. The elective educational component is prepared as a “report” but there is an alternative option in ATCM 4 to prepare the elective educational component as a “project”. See the description of this elective educational component in the section concerning ATCM 4.

### 3.5.9 Assessment

The assessment of the elective educational component is made pursuant to the rules in Ministerial Order no. 1500 of 2 December 2016 on examinations in profession-oriented higher education programmes (the Exam Order) and for grading scale respectively. The assessment is made by the academic supervisor; however an external examiner also takes part for the final elective educational component in ATCM 7. The student may not observe the deliberations between supervisor and external examiner. See the document “Quality criteria for elective educational component” found on the school’s Canvas learning platform under “elective educational component”. The elective educational component is assessed and graded according to the 7-point grading scale. The grade for the individual elective educational components will be listed on the final degree certificate.

The assessment is based on the 7-point grading scale.

### 3.5.10 Writing of a report

The elective educational component course commences in the 3rd semester with an introduction to the basic elements included in the writing of a report with particular reference to a problem, problem statement, method and choice of theory (research method and philosophy of science). Moreover, it is advisable to use the “scribo” website during the problem formulation phase (<https://www.scribo.dk/>).

When the elective educational component is submitted via WISEflow, automatic plagiarism screening will take place by means of an electronic scanning.

### 3.5.11 Catalogue of elective courses

The study programme has prepared a catalogue listing the elective courses to provide an in-depth introduction to the objectives of the elective educational components in the individual semesters and, at the same time, to communicate practical aspects concerning the elective educational component. The catalogue of elective courses can be found on the Canvas learning platform.

### 3.5.12 Formal requirements for the elective educational components

#### Prerequisites

The assignment must meet the formal requirements and it must be submitted correctly and punctually.

#### The written assignment

##### *Contents*

- Problem statement
- Explanation of a construction-related problem and presentation of the arguments for its relevance.
- Statement of reasons for the restriction of scope into a research question.

##### *Research method*

- Description and reasoned choice of empirical data, theory and method for answering the problem statement.
- Description of literature search.

##### *Analysis/discussion*

- The elective educational component's empirical data and theory are discussed and analysed in relation to the elective educational component's problem statement.

##### *Conclusion/putting the answer in a wider context*

- in relation to the problem statement

##### *Bibliography*

- Includes all sources used in the elective educational component.

##### *Appendices*

- Includes only appendices that are key to the elective educational component. Appendices are not assessed, and it must be possible for the elective educational component to be read and understood without appendices.

##### *Formal requirements*

The scope of the written assignment differs in the individual semesters and is specified in the catalogue of elective educational components. Please see UCN's regulations on written assignments.

### 3.5.13 Submission

The written assignment must be submitted as stated in the catalogue of elective courses (see the Canvas learning platform).

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The elective course assignment is submitted in digital form for plagiarism screening.

#### **3.5.14 Non-compliance with formal requirements**

Non-compliance with formal requirements has the following consequences:

- the written assignment is rejected
- the assignment is not assessed
- the student will have used one exam attempt.

## **4. 6th semester: Internship**

### **4.1.1 Goals for learning outcomes**

Please refer to the national section of the curriculum.

Based on the internship's learning objectives (see the national section of the curriculum), the student and the supervisor/contact person will collaborate on setting specific objectives for the student's internship.

These objectives will then guide how the student's work during the internship should be planned.

The compulsory internship during the Architectural Technology and Construction Management study programme is scheduled during the programme's 6th semester and amounts to 30 ECTS credits. The student's internship can be done at one or more companies within the area of specialisation, and the choice of internship site can help to more keenly define the profile of the individual student. During the internship, students will work on issues that are relevant to the profession and lie within the core areas of the study programme while achieving knowledge of relevant job functions.

The internship is scheduled at the end of the study programme to make it possible for the student to apply his/her acquired skills in practice and thus give the student knowledge and understanding of practical aspects and applied methods, processes and work-related functions in a company.

The internship can be done abroad.

The internship sites must be approved by the educational institution and an internship coordinator and internship supervisor will be assigned during the internship; they will follow the student and work together with the internship site and the student to follow up on the specific objectives and problems specified by the student in cooperation with the internship supervisor and the internship site. This will subsequently be normative for the organisation of the student's work during the internship and be included in the assessment at the final exam (see the section on assessment criteria).

The learning objectives for the internship are stipulated in the national section of the curriculum.

The internship should be considered similar to a full-time job with the same requirements in terms of number of working hours, effort, commitment and flexibility that constructing architect graduates can expect to meet in their first job.

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#### 4.1.2 Exam prerequisites, including compulsory participation

**Students must meet the following requirements in order to sit the exam:**

The requirements of the Internship Portal must be met, e.g. filling in the internship contract, learning objectives, log book, etc.

The written report, which makes up the basis of the assessment and the exam, must meet the formal requirements (see below) and it must have been submitted on time, as per the exam plan on the Canvas learning platform.

Non-performance of just one or more exam prerequisites means that the student cannot sit the exam and that one exam attempt will have been used.

#### 4.1.3 Formal requirements for written material (if relevant)

The report must include:

- Cover page with title
- Title page
- Contents
- Learning objectives defined in the Internship Portal
- Reflections on the learning objectives
- Discussion of positive and negative experiences from the internship
- Conclusion on the achievement of the learning objectives
- Appendices (includes only appendices that are key to the report).

The length of the project must be between a minimum of 10 standard pages and a maximum of 20 standard pages.

One standard page is 2,400 characters, including spaces and footnotes. The cover page, table of contents, reference list and appendices do not count towards the limit.

The written and oral performance is assessed as a whole, leading to a single grade.

#### 4.1.4 ECTS credits and examination procedure

##### **Exam credits**

30 ECTS credits.

##### **Exam procedure**

The exam is an internally-assessed oral exam on the grounds of a written internship report, which includes a procedural part, a theoretical part and reflection.

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The assessment is based on the 7-point grading scale.

### **Assessment criteria for the exam**

The learning objectives are found in the national section of the curriculum.

The internship is aimed at future employment as a constructing architect and must be done at a private-sector or public-sector undertaking in Denmark or abroad. The internship host must be able to provide internship tasks whose contents are relevant to the study programme and provide the supervisory guidance associated with this.

The assessment will be made by assessors employed by UCN (internal assessment). An evaluation from the internship host is welcome, but is solely for the use of the student.

#### **4.1.5 Scheduled time**

The exam will take place at the end of the 6th semester. Further information about time, location and submission of the written group project can be found on the Canvas learning platform.

#### **4.1.6 Use of exam aids**

All exam aids are permitted, except during the oral examination.

#### **4.1.7 Exam language**

Danish.

### **4.2 4th semester, branching off: Internship**

#### **4.2.1 Goals for learning outcomes**

Please refer to the national section of the curriculum.

Based on the internship's learning objectives (see the national section of the curriculum), the student and the supervisor/contact person will collaborate on setting specific objectives for the student's internship.

These objectives will then guide how the student's work during the internship should be planned.

The compulsory internship of the Building Technology programme is scheduled during the programme's 4th semester branch-off and amounts to 15 ECTS credits. The student's internship can be done at one or more companies within the area of specialisation, and the choice of internship site can help to more keenly define the profile of the individual student. During the internship, students will work on issues that are relevant to the profession and lie within the core areas of the study programme while achieving knowledge of relevant job functions.

The internship is scheduled at the end of the study programme to make it possible for the student to apply his/her acquired skills in practice and thus give the student knowledge and understanding of practical aspects and applied methods, processes and work-related functions in a company.

The internship can be done abroad.

The internship sites must be approved by the educational institution and an internship coordinator and internship supervisor will be assigned during the internship; they will follow the student and work together with the internship site and the student to follow up on the specific objectives and problems specified by the student in cooperation with the internship supervisor and the internship site. This will subsequently be normative for the organisation of the student's work during the internship and be included in the assessment at the final exam (see the section on assessment criteria).

The learning objectives for the internship are stipulated in the national section of the curriculum.

The internship should be considered similar to a full-time job with the same requirements in terms of number of working hours, effort, commitment and flexibility that building technologist graduates can expect to meet in their first job.

#### **4.2.2 Exam prerequisites, including compulsory participation**

The guidelines for internship implementation can be read in the school's internship guidelines, which are available on the Canvas learning platform.

**Students must meet the following requirements in order to sit the exam:**

The requirements of the Internship Portal must be met, e.g. filling in the internship contract, learning objectives, log book, etc.

The written report, which makes up the basis of the assessment and the exam, must meet the formal requirements (see below) and it must have been submitted on time, as per the exam plan on the Canvas learning platform.

Non-performance of just one or more exam prerequisites means that the student cannot sit the exam and that one exam attempt will have been used.

#### **4.2.3 ECTS credits and examination procedure**

##### **Exam credits**

15 ECTS credits.

##### **Exam procedure**

The exam is an internally-assessed oral exam on the grounds of a written internship report, which includes a procedural part, a theoretical part and reflection.

The assessment is based on the 7-point grading scale.

##### **Assessment criteria for the exam**

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The learning objectives are found in the national section of the curriculum.

The internship is aimed at future employment as a building technologist and must be done at a private-sector or public-sector undertaking in Denmark or abroad. The internship host must be able to provide internship tasks whose contents are relevant to the study programme and provide the supervisory guidance associated with this.

The assessment will be made by assessors employed by UCN (internal assessment). An evaluation from the internship host is welcome, but is solely for the use of the student.

#### **4.2.4 Use of exam aids**

All exam aids are permitted, except during the oral examination.

#### **4.2.5 Exam language**

Danish.

### **4.3 7th semester: Bachelor's degree project**

#### **4.3.1 Contents**

Bachelor's degree project

#### **4.3.2 Learning outcome objectives for the bachelor's degree project**

For a description of the bachelor's degree project requirements, please see the national section of the curriculum for the Architectural Technology and Construction Management programme.

#### **4.3.3 Exam prerequisites**

All preceding exams must have been passed to be able to sit the exam in the 7th semester.

#### **4.3.4 ECTS credits and examination procedure**

##### **Exam credits**

20 ECTS credits.

##### **Exam procedure**

The bachelor's degree project must document the student's understanding of and ability to reflect on the profession's practices and use of theories and methods in relation to a practice-related problem. The problem statement, which must be central to the education and the profession must be formulated by the student, possibly in collaboration with a private or public company. The educational institution must approve the problem statement.

The bachelor's degree project can be prepared individually or in groups of up to 3 participants and must be prepared on the basis of a practice-related problem statement approved by the study pro-

gramme. The student selects and formulates the problem statement himself/herself and, on this basis, carries out the learning tasks so that the student can document his/her ability to reflect on the profession's practice and application of theory and methods.

The bachelor's degree project is individually examined by means of an oral defence and is based on the prepared project report either as hard-copy material hanging from boards or as a digital presentation.

The exam is assessed and graded according to the 7-point grading scale.

The written, graphical and oral performance is assessed as a whole, leading to a single grade.

The exam is organised as a combination of presentation and defence. The breakdown can be seen in the folder about the exam on the Canvas learning platform. Each exam concludes with assessment, feedback and grading. Exam duration is 55 minutes per student, including time for deliberations.

#### **Assessment criteria**

The assessment criteria for the exam conform to the provisions of the Ministerial Order No. 1521 of 16 December 2013 on business academy programmes and bachelor's degree programmes. *The student must document his/her understanding of and ability to reflect on the profession's practices and use of theories and methods in relation to a practice-related problem. The problem statement, which must be central to the education and the profession must be formulated by the student, possibly in collaboration with a private or public company. The educational institution must approve the problem statement.*

Writing and spelling skills will be included in the assessment.

#### **4.3.5 Scheduled time**

The exam will take place at the end of the 7th semester. Information about the time is found on the Canvas learning platform.

#### **4.3.6 Exam language**

Danish.

### **4.4 4th semester, branching off: Final degree project**

#### **4.4.1 Learning outcome objectives for the final degree project**

For a description of the 4th semester branch-off final degree project requirements, please refer to the national section of the curriculum for the Building Technology programme.

#### **4.4.2 Exam prerequisites**

All preceding exams must have been passed to be able to sit the exam in the 4th semester branch-off.

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#### 4.4.3 ECTS credits and examination procedure

##### Exam credits

15 ECTS credits.

##### Exam procedure

The final degree project must document the student's understanding of and ability to reflect on the profession's practices and use of theories and methods in relation to a practice-related problem. The problem statement, which must be central to the education and the profession must be formulated by the student, possibly in collaboration with a private or public company. The educational institution must approve the problem statement.

The final degree project can be prepared individually or in groups of up to 3 participants and must be prepared on the basis of a practice-related problem statement approved by the study programme. The student selects and formulates the problem statement himself/herself and, on this basis, carries out the learning tasks so that the student can document his/her ability to reflect on the profession's practice and application of theory and methods.

The final degree project is individually examined by means of an oral defence and is based on the prepared project report either as hard-copy material hanging from boards or as a digital presentation.

The exam is assessed and graded according to the 7-point grading scale.

The written, graphical and oral performance is assessed as a whole, leading to a single grade.

The exam is organised as a combination of presentation and defence. The breakdown can be seen in the folder about the exam on the Canvas learning platform.

#### 4.4.4 Scheduled time

The exam will take place at the end of the 4th semester branch-off. Information about the time is found on the Canvas learning platform.

#### 4.4.5 Exam language

Danish.

### 5. Educational components that are studied abroad

The University College of Northern Denmark has exchange agreements with a number of educational institutions and universities outside Denmark. It is possible to study abroad in an exchange programme for up to 6 months during the study programme. It is also possible to do one's internship abroad. In this case, the undertaking that hosts the student must comply with a series of learning objectives jointly stipulated by the student and the University College of Northern Denmark.

Each of the educational components of the study programme may take place abroad if students apply for and are granted pre-approval of credit transfer by the study programme.

In cases of pre-approval of credit transfer, students are obliged to document completion of the pre-approved educational components, upon completion of the study-abroad period. When applying for pre-approval, the student must consent to the educational institution collecting any required information after the student's completion of the study-abroad period.

For the final approval of pre-approved credit transfer, the educational component is considered completed if it is passed in accordance with the regulations applying to the study programme.

## 6. Teaching methods applied

The approach to learning at UCN is *Reflective Practice-based Learning*.<sup>1</sup> Reflective means that, through his/her studies, the student is motivated to develop personal and academic competencies, such as the ability to reflect on and assess his/her own learning outcomes.

Through systematic feedback process, studies and attitudes to the profession's/business's previous knowledge and practices, the student will qualify himself/herself to take an independent, innovative and problem-solving approach to his/her work as an employee within relevant occupational functions. In so doing, the education will enable the student to become strongly rooted in the profession/occupation, which is the aim of the study programme.

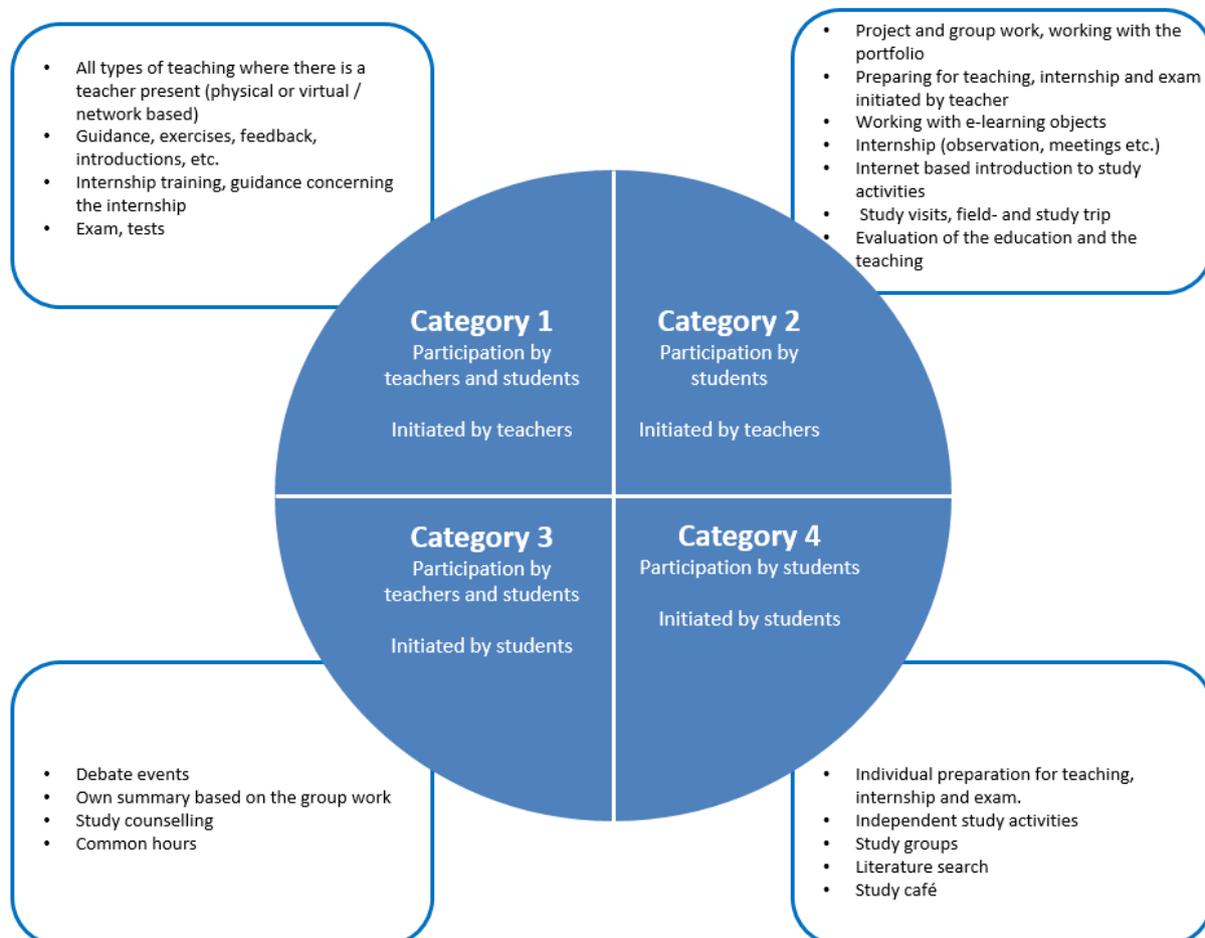
Learning is not the transfer of knowledge from teacher to student, however. The point of departure for the Architectural Technology and Construction Management programme is that the learning process takes place in the student and in relation to fellow students and teachers. The point of departure of the Architectural Technology and Construction Management programme as regards learning is also that students learn in different ways. Therefore, the study programme is organised on the basis of different educational methods. The study activity model shows the various study activities that are brought into play to help students achieve the programme's learning objectives. But it is important to emphasise that the student must take ownership of his/her own educational processes.

The study activity model for the Architectural Technology and Construction Management programme is found on [www.ucn.dk](http://www.ucn.dk), and each semester, the syllabus specifies which study activities, in relation to the study activity model, will be worked on during the semester in question.

Pursuant to requirements specified by the Ministry of Higher Education and Science, the student's "learning must equate to 30 ECTS credits" per semester. One ECTS credit equates to 27 work hours for the student. Therefore, for the syllabus, an overview of the anticipated workload will be prepared for the various course units/study activities.

1. There is no requirement that the study activity model itself must be specified. However the description of Reflective Practice-based Learning must [text missing??]

## 6.1 The Study Activity Model



Consequently, the Architectural Technology and Construction Management programme uses a wide range of teaching methods that in combination are intended to support the above and promote the achievement of the learning objectives described in this curriculum, and through the programme there is a clear progression in the learning methods so that the learning methods move from being knowledge-oriented and teacher-controlled learning to problem-oriented and participant-controlled learning.

It is also true of the learning and teaching that they are based in relevant occupational practice and link together practice and theory: Practice-based Learning. Problems from many areas within the construction sector are involved.

The teaching can be organised so that foreign languages are included in the form of teaching materials and in the lessons. In addition, instruction will support the development of the student's ICT competencies.

## 7. Credit transfer

Passed elective educational components are equivalent to the corresponding educational components offered by other Danish providers of this study programme and they are also equivalent to educational components of other study programmes.

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Credit transfer evaluations take place in different situations.

### **7.1 Credit transfer assessment (compulsory credit transfer) related to applications for admission/enrolment for a study programme**

When a student has met his/her duty to disclose information about passed educational components from another Danish or foreign higher education programme and about his/her work experience, which may be assumed to be worth transfer credit, the study programme will decide whether to grant transfer credit in each individual case or according to the below-mentioned provisions of the curriculum for passed educational components and work experience that can be equalled to course units, elements of a study programme and parts of an internship. The decision to award transfer credit is based on an academic assessment.

### **7.2 Credit transfer assessment on the grounds of an application for admission/enrolment in which the student has not met his/her duty to disclose information about prior education and work experience**

Twice a year (in July and January respectively in the context of the start of studies), applications, which students have submitted if the duty to disclose information about prior education and work experience was not met as part of admission/enrolment, are assessed to determine whether credit transfer should be granted.

This can mean that the student will have to wait longer than anticipated to receive a decision concerning credit transfer.

It is therefore the student himself/herself who runs the risk of a decision concerning credit transfer not being made before the exam concerned.

- IF the student does not sit the exam, and UCN subsequently decides NOT to grant the student transfer credit, the student will have used one exam attempt. Naturally, UCN must loyally inform the student of that risk.
- IF the student decides to sit the exam before UCN has made a credit transfer decision, and if UCN would have granted credit, then transfer credit will NOT be awarded as the student had decided to sit the exam. In this instance, the grade from the 'new' exam will be applicable
  - irrespective of whether the 'old' exam grade — which might have been worth transfer credit if the student had applied for it in due time — is higher than the 'new' grade'
  - irrespective of whether the student passed the 'new' exam

Once the student has decided to sit an exam, this will exclude the possibility of awarding transfer credit after the application has been processed, even in cases where transfer credit would have been awarded.

In other words, once a student has decided to sit an exam, the student cannot receive transfer credit for the same exam afterwards.

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### **7.3 Pre-approval of credit transfer and final credit transfer**

Before a student leaves UCN for another educational institution in Denmark or abroad, the student must submit an application for pre-approval of credit transfer for the purpose of achieving credit transfer for an educational component from this study programme.

Pre-approval of credit transfer is done by UCN.

When the student has successfully completed the component requested, and once the application for final transfer credit has been received with the appropriate documentation, final transfer credit will be granted.

For further information about the implementation of rules, see the current UCN Examination Rules.

## **8. Compulsory participation**

For the learning and teaching methods of the study programme to work as intended, participation is compulsory, which includes compulsory submission or presentation of assignments and projects.

Compulsory participation may also be a prerequisite for the programme's exams. Also, attendance may be compulsory for some educational components. This will be specified in the syllabuses.

The description of each exam states whether compulsory participation and possibly compulsory attendance are an examination prerequisite.

## **9. Criteria for the assessment of the study activity**

Students who have not passed at least one exam over a continuous period of at least one year (non-compliance with study activity requirements) will be disenrolled from the study programme.

Periods during which a student has not been actively studying due to leave of absence, maternity or paternity leave, adoption of a child, verified illness or military service do not count as non-compliance with study activity requirements. On request, the student must provide documentation of such matters.

The study programme may grant an exemption from these provisions in exceptional circumstances. An exemption application should be submitted to the programme director.

The rules about the exams that the student must have participated in before the end of the second semester and passed before the end of the fourth semester according to the curriculum (pursuant to the Ministerial Order no. 1500 of 2 December 2016 on examinations in profession-oriented higher education programmes (the Exam Order)), and the deadlines for completion of the education (pursuant to the ministerial order for the study programme), remain in force regardless of these stipulations.

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## 10. Foreign languages

### Danish line:

Most of the study programme's teaching materials are in Danish and some of the lessons are taught in English.

Students are not required to have any knowledge of foreign languages other than that stated in Ministerial Order no. 223 of 11 March 2014 on admission to academy profession degree programmes and professional bachelor's degree programmes (the Admission Order).

### International line:

Most of the teaching materials are in English and the lessons are taught in English.

Students are not required to have any knowledge of foreign languages other than that stated in Ministerial Order no. 223 of 11 March 2014 on admission to academy profession degree programmes and professional bachelor's degree programmes (the Admission Order).

## 11. Examination language

### Danish line:

Examinations will be conducted in Danish, with selected parts in English in some semesters. See the individual educational components.

### International line:

Examinations will be conducted in English.

Students whose mother tongue is not Danish may apply for an exemption from the requirement that spelling and writing skills form part of the assessment criteria for the professional bachelor's degree project or the academy profession degree project as well as exams in which such skills are stated in this curriculum to be part of the assessment criteria. The application must be submitted to the programme not later than four weeks before the exam is to take place.

## 12. Withdrawal from exams

The rules and regulations for withdrawal from exams can be found at [www.ucn.dk](http://www.ucn.dk) in the Examination Regulations for UCN's Undergraduate Programmes.

## 13. Resit and illness resit exams

The rules and regulations for resit exams and resit exams due to illness (illness resit exams) can be found on UCN's Canvas learning platform under Examination Regulations for UCN's Undergraduate Programmes.

## 14. Study aids

Any rules governing the reduced use of study aids at exams will be stated in the description of the individual exam.

## 15. Special exam arrangements

Students may apply for special exam arrangements if a physical or mental impairment qualifies them to do so. The application must be submitted to the study programme not later than four weeks before the exam is to be held. The application deadline may be waived in cases of sudden health-related problems. The following should be enclosed with the application: a medical certificate; a statement from e.g. a speech, hearing, dyslexia or blind institute or other evidence of the student's condition or relevant specific disability or impairment.

Students whose mother tongue is not Danish may apply for permission to bring dictionaries to exams where exam aids are not permitted.

Applications for permission to bring other study aids must be submitted to the programme not later than 4 weeks before the exam is to be held.

## 16. Academic misconduct at exams

When submitting a written exam answer paper, an examinee must confirm by signature that the paper was written without undue help.

### 16.1 Use of one's own work and the work of others – plagiarism

The rules for the use of one's own work and the rules against using other people's work as one's own (plagiarism) can be found at [www.ucn.dk](http://www.ucn.dk) under the Examination Regulations for UCN's Undergraduate Programmes.

### 16.2 Disciplinary actions in events of academic misconduct and disruptive behaviour during examinations

The rules on disciplinary actions in events of academic misconduct and disruptive behaviour at examinations can be found at [www.ucn.dk](http://www.ucn.dk) under the Examination Regulations for UCN's Undergraduate Programmes.

## 17. Complaints about exams and appeals of decisions

Please see the Examination Rules for UCN in force from time to time, which are available online.

## 18. Exemption

The educational institution may grant an exemption from those rules in this national section of the curriculum that were laid down solely by the educational institutions,<sup>2</sup> when such exemption is substantiated by exceptional circumstances. The educational institutions co-operate on a uniform exemption practice.

2. This means that the individual institution may not deviate from rules specified in the ministerial orders.

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## **19. Effective date and interim provisions**

### **19.1 Effective date**

This institution-specific curriculum will come into effect as of 29 August 2016 for students who were registered as students at UCN before 1 August 2016.

### **19.2 Interim provisions**

Students registered before 1 August 2016 follow the national part of the curriculum from 31 August 2014.

The study programme will be provided to the students cited pursuant to these curricula (national and institution-specific) until 1 September 2020, but such that exams which were begun before this date will be carried out pursuant to these curricula.

On 1 September 2020, students registered before 1 August 2016 will be transferred to the curricula (national and institution-specific) that are in force at that time, as credit for the passed educational components is transferred.