

BACHELOR'S AND MASTER'S DEGREES IN NATURAL SCIENCES

The Faculty of Medicine offers bachelor's and master's degrees in biotechnology, the major subject being biochemistry and on the International Master's Programme in Bioinformatics the master's degree has bioinformatics as a major subject.

The legislation (degree decree) stipulates the national general principles regarding the content, arrangements and completion of degrees. The decree of the Council of State governing university degrees (794/2004) will be found on the link of the Ministry of Education and Culture at <http://www.uta.fi/studies/legislation/>. The regulations approved by the Board of the University of Tampere, the degree regulations and the regulations for the evaluation of studies further stipulate the completion of degrees. These can be seen on the University www pages at the address above, in the Faculty Office and in the Study Affairs Office of the Institute of Medical Technology.

The general orders regarding the basic degrees in natural sciences confirmed by the Faculty further stipulate the above regulations with regard to completion of degrees.

GENERAL REGULATIONS ON BASIC DEGREES IN NATURAL SCIENCES

1. General structure of degrees, studies required and quantification

Studies constitute systematically progressing entities which are measured in terms of credits. The minimum requirement for Basic Studies is 25 credits, for Intermediate Studies together with Basic Studies 60 credits and for Advanced Studies at least 60 credits.

The bachelor's degree in natural sciences (in Finnish LuK) is a lower university degree with a credit requirement of 180 ECTS. Studies are arranged in such a way that it is possible to complete the degree in three academic years of full-time study. Completion entails Basic Studies and Intermediate Studies in the major subject, compulsory minor subject and common and optional studies.

Intermediate Studies include a bachelor's thesis and a maturity test. The purpose of the maturity test is to demonstrate familiarity with the field of the thesis and proficiency in Finnish or Swedish (or in English in the case of foreign students).

The master's degree (in Finnish FM) is a higher university degree with a credit requirement of 120 ECTS. Teaching is arranged in such a way that the degree can be completed in two years of full-time study after a relevant bachelor's degree.

Completion of the degree programme in biotechnology requires Advanced Studies in the specialisation option, possible studies in minor subjects and optional studies. Advanced Studies involve the writing of a master's thesis and a maturity test. If language

proficiency has already been demonstrated in the maturity test for the bachelor's degree, there is no need to do so again for the master's degree.

The master's degree in bioinformatics entails Advanced Studies (major subject studies) and compulsory minor subject studies, general studies and optional studies.

The detailed structure of the degrees and the content and order of completion are described in more detail in the curriculum.

The legal provisions of the Degree Decree (794/2004) and the Language Act (423/2003) regarding the language proficiency required for bachelor's and master's degrees apply. The curriculum includes stipulations regarding language and communication skills, likewise regarding other general studies and optional studies.

2. The personal study plan (HOPS)

In order to support their studies, students are required to draw up a personal study plan (HOPS) which serves as a tool for guiding their studies. Those on bachelor's programmes will draw up their first HOPS in connection with their orientation studies. The HOPS should show the intended studies at least to the degree of precision indicated on the degree certificate and the envisaged timetable for these. When applying for their degree certificates students specify their specialisation option in Advanced Studies for the master's programme.

3. Accreditation of studies

Studies taken elsewhere in Finland or abroad may be accredited and included in the degree if these are relevant to the curricular objectives. Studies can be accredited in two ways: by using studies taken elsewhere to compensate for studies on the curriculum or by including studies taken elsewhere among the optional subjects in the degree. The Dean will decide on the accreditation of studies, or then the professor in charge, the presenting official of the Faculty or the teacher in charge of the study register.

4. Including studies in two university degrees

Previous language, communication and methodology studies at university level having the same content may be accredited in the bachelor's degree. In addition to this, compulsory studies having the same content as compulsory major or minor subjects amounting to not more than 60 ECTS credits may be accredited in the bachelor's degree.

Previous university-level language, communication and methodology studies may be accredited in a master's degree if such studies form part of the curriculum of the master's degree.

5. Changing the right to study and studying straight for the master's degree

A student who has already completed a relevant university degree, and who has been granted the right to study in the Faculty of Medicine for both the bachelor's and the master's degree, may under certain conditions apply for the right to study to be changed so as to enable him/her to study for the master's degree only. At the same time the student forfeits his/her right to study for the bachelor's degree. A change in the right to study may entail taking supplementary studies. There are separate provisions for changing the right to study.

6. Expiry of validity of studies taken

Studies taken for a degree, courses of general studies and the maturity test do not generally lose their validity while studies are in progress and they will be included in their original extent in studies taken. In the event of major changes being made in the curriculum a student should agree with the teacher in charge about possible supplementary studies prior to completion of the unfinished studies.

7. System for waiting in line

If more students should enroll for studies, practical exercises, tutorials or group teaching than can be accepted, priority will be given to those students for whom the item(s) in question is compulsory. Thereafter priority will be given according to the number of credits already taken in IMT and success in these. If these are the same, selection will depend on the total credits entered in the study registers at the University of Tampere and the partner universities (master's programme in bioinformatics at the University of Turku and the biotechnology degree programme at Tampere University of Technology). In special circumstances the head of department may grant exceptions to these practices.

8. Registration of studies

Studies accomplished will be entered in the study register according to the rules for the evaluation of studies. Studies compensated for with earlier studies or included in the degree by separate decision will also be entered. Studies will be stored at IMT. Language studies forming part of the programme will be stored in the Faculty Office or in the Language Centre. For purposes of obtaining a degree certificate overall entries will be entered in the study register.

9. Evaluation of studies

Evaluation of studies will adhere to the bases for evaluation and the grading scale in the relevant regulations. The scale used is pass/fail or then a five-point scale (1 = poor, 2 = satisfactory, 3 = good, 4 = very good, 5 = excellent). Approved bachelor's theses will be evaluated on a scale 1-5. For master's theses an 8-point scale will be used: *improbatur*, *approbatur*, *lubenter approbatur*, *non sine laude approbatur*, *cum laude approbatur*, *magna cum laude approbatur*, *eximia cum laude approbatur* and *laudatur*. Further information on evaluation will be found in the curriculum.

Study blocks will be evaluated using the grades poor, satisfactory, good, very good and excellent. The overall grade will be the average of the grades weighted by the credits of the component courses.

Regarding examinations the evaluation regulations of the University of Tampere will apply.

10. Bachelor's thesis and maturity test

For the bachelor's degree students are required to produce a thesis in their major subject, the extent and mode of completion being defined in the curriculum, and also a maturity test related to the thesis. The maturity test is to demonstrate familiarity with the field of the thesis and proficiency in either Finnish or Swedish. The maturity test is to be written in that official domestic language in which the student's school education was completed. Students having received their school education through the medium of some other language mostly do their maturity tests in English. These are taken on the general examination days or on some other occasion to be agreed with the teacher responsible for the maturity test. Students can enroll for this after they have submitted their theses for examination. The maturity test will be set by the teacher concerned on a subject pertaining to the subject of the thesis. The content of the test will be examined by the teacher who set the subject and the language by a native-speaker teacher of that language.

Instructions for the maturity test are available from the IMT Study Affairs Office or from the teacher in charge of studies.

Unless there are special reasons, the teacher examining the thesis should do so within three weeks of the day on which the student did the maturity test unless the head of department has granted an exception regarding the time. The bachelor's thesis will be examined by the teacher in charge of studies and approved by the head of department.

There is no option to retake an evaluated and approved thesis forming part of a lower university degree (evaluation regulations 8 §).

A student dissatisfied with the grade awarded for a bachelor's thesis may appeal in writing for rectification to the head of department within fourteen (14) days of the time at which the student had the opportunity to personally receive information on the results of the evaluation and the application of the evaluation principles.

A student dissatisfied with the decision on the appeal for rectification may take the matter to the Faculty Council within fourteen (14) days of receipt of the decision.

There is no right of appeal against the decision of the Faculty Council on the grading of a thesis (Universities Act 558/2009, 84 §)

11. Master's thesis and maturity test

For the master's degree students are required to write a master's thesis in their major subject and to take the related maturity test. No proof of proficiency in language is required of master's students who have completed a bachelor's thesis and the accompanying maturity test in the natural sciences. Those whose school education was completed through the medium of a language other than Finnish or Swedish are generally required to take the maturity test in English.

The object of the thesis is that students

- a) learn to be independent and goal-oriented in the design of the research tasks, in setting up methods and in carrying through the research
- b) investigate for themselves a problem or subject in the field of their major subject
- c) learn about analysing a fairly large amount of scientific data and how to present this in writing.

The completed master's thesis should be submitted in electronic form for the examination process and the library collection according to instructions issued by the department and the Library (<http://www.uta.fi/laitokset/kirjasto/tutkielmat>). Prior to this the thesis should be submitted in a pdf file to the professor in charge of the thesis in order to obtain permission to print. The thesis should include separate abstracts in both Finnish and English (in the case of foreign students in English only), each one page long, including information on the research objective, data, research methods used and main findings. Instructions for the master's thesis and abstract are available from the IMT office and web pages, also from the professor in charge. When the thesis is submitted for examination arrangement should be made for the maturity test.

At least two examiners appointed by the head of department will produce a statement on the master's thesis. The examiners are required to present their statements not later than three weeks from the time at which the student took the maturity test, unless for some specific reason they are granted an extension to that period for producing a statement. Before the grade is awarded the statement(s) will be sent to the student, for whom four (4) days will be allowed to provide a possible rejoinder.

Unless the student makes a rejoinder the head of department will adjudicate the thesis. A possible rejoinder will be processed by the head of department, who may, if necessary, convey the matter for resolution to the governing body of the department.

There is no option to retake an evaluated and approved thesis forming part of a higher university degree (evaluation regulations 8 §).

A thesis may be produced as a group effort by two or more students or as a part of a more extensive research project. It is required of such theses that the contribution of each student can be evaluated and that the amount of work required for the thesis corresponds to that involved in the preparation of a thesis completed alone. If a thesis is done as part of a group effort the evaluation of each individual student's work will be done separately. A joint thesis may be shared among several fields of science, in which case an examiner for each field concerned will be appointed.

12. Applying for a degree certificate

When all studies on the degree programme have been completed the Dean will issue a degree certificate against application. The application should be submitted on a form obtainable from the net pages, the IMT Study Affairs Office or the Faculty Office and be returned to the IMT Study Affairs Office. The student should ensure that all studies have indeed been entered in the study register and that overall entries have been made for the major subject and other possible study blocks.

The certificate for a bachelor's degree in natural sciences will include the major subject, the total studies taken in Basic Studies and Intermediate Studies and evaluation, compulsory minor subject, compulsory language studies under the legislation and the completion of the bachelor's thesis.

The certificate for the master's degree in natural sciences will include the specialisation option taken in Advanced Studies, total number of credits and grades, compulsory minor studies according to the option, grading of the master's thesis and completion of language studies required under the legislation. If the language studies were completed within the bachelor's degree they will nevertheless be noted on the master's certificate.

Minor subjects will be mentioned on the certificate if at least fifteen credits have been taken in one subject. Studies under fifteen credits will be mentioned under "other studies".

14. Steering groups

Curricula, teaching cooperation and other matters pertaining to studies are prepared in steering groups of teachers on the programme, students and, if necessary, representatives of other co-operating units. The steering groups will be set up by the Faculty Council on the proposal of the governing body. For the degree programme in biotechnology there is a joint steering group with the Tampere University of Technology programme in biotechnique, and for the Master's Programme in Bioinformatics there is a joint steering group together with the University of Turku.

15. Coming into force and regulations for the transition

The regulations come into force as of 1 August 2010.