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STANDING ORDERS RELATING TO DEGREES AND STUDIES

Approved by the Faculty Council of the Faculty of Health Sciences on 30 January 2013.

These regulations comprise the standing orders relating to the degrees and studies completed at the faculty. The contents of the degrees are defined in the degree requirements.

1 § Educational mission of the faculty

The Faculty of Health Sciences trains professionals and experts for many central fields of health care. The faculty offers education in the degree programmes of medicine, dentistry, biomedicine and pharmacy, and in the major subjects of nursing science, ergonomics, public health, sports medicine and nutrition.

2 § Degrees offered by the faculty

The degrees available at the faculty include:

- 1) the lower university degrees of Bachelor of Science (Pharmacy), Bachelor of Health Sciences in the major subject of nursing science, ergonomics, public health, sports medicine, and nutrition, and Bachelor of Science in the degree programme of biomedicine;
- 2) the higher university degrees of Licentiate of Dentistry, Licentiate of Medicine, Master of Science (Pharmacy) and Master of Health Sciences (in the major subjects of nursing science, ergonomics, public health, sports medicine and nutrition), as well as the degree of Master of Science (in biomedicine);
- 3) the postgraduate degrees of Licentiate of Philosophy, Doctor of Philosophy, Licentiate of Health Sciences, Doctor of Health Sciences, Licentiate of Science (Pharmacy), Doctor of Science (Pharmacy), Doctor of Medicine, and Doctor of Dental Science.

The education leading to the degrees of Master of Science and Master of Health Sciences requires a previously completed lower university degree (Bachelor's degree) or an equivalent education.

The faculty also offers the specific training in general medical practice aimed at holders of the Licentiate of Medicine degree as well as the professional postgraduate specialist training in medicine and in dentistry.

The licentiate and doctoral degrees completed at the faculty may be supplemented by the hospital chemist specialisation training completed in a manner specified by the faculty.

The organisation and completion of degrees and studies come under the provisions of the Universities Act (558/2009), the Government Decree on University Degrees (794/2004), the Government Decree on changing the Government Decree on University Degrees (1136/2009), the Government Decree on Master's Degree Programmes in Universities (1665/2009), the Administrative Regulations of the University of Eastern Finland (1.1.2014), the Degree Regulations of the University of Eastern Finland (1.8.2014) including their later amendments, as well as these standing orders relating to degrees and studies.

3 § Student admission

Students are admitted to complete

- 1) the degree of Bachelor of Science (Pharmacy)
- 2) the degree of Bachelor of Science (Pharmacy) and the degree of Master of Science (Pharmacy)
- 3) the degree of Master of Science (Pharmacy)
- 4) the degrees of Bachelor and Master of Health Sciences
- 5) the degree of Master of Health Sciences
- 6) the degree of Licentiate of Medicine
- 7) the degree of Licentiate of Dentistry
- 8) the degree of Bachelor of Science (Science) and Master of Science (Science)
- 9) the degree of Master of Science.

A student admitted to complete the degree of Master of Science (Pharmacy) only is required to have a previously completed degree of Bachelor of Science (Pharmacy). A student admitted to complete a Master's degree only may be required to complete a maximum of 60 ECTS credits of studies which supplement the student's basic training. The supplementary studies are not included in the minimum extent of the Master's degree, i.e. 120 ECTS credits.

Students are admitted to study in a degree programme, major subject or Master's degree programme in accordance with the admission criteria confirmed by the faculty. The admission criteria also define the terms of changing the major subject.

Postgraduate student admission is regulated by Section 11 of these standing orders.

4 § Minor subject studies and separate studies

Degree students of the University of Eastern Finland may complete minor subject studies at the faculty in a manner specified by the faculty's schools and departments. As a rule, the faculty's students may select their minor subjects freely. Students who do not have a right to complete a degree at the University of Eastern Finland may complete separate studies at the faculty through the Open University or at a school or department which has granted a right to complete separate or supplementary studies.

5 § Major subjects, specialisations and Master's degree programmes

The faculty offers degree programmes leading to the degrees of Licentiate of Medicine and Licentiate of Dentistry, degree programmes leading to the Bachelor of Science (Science; lower academic degree) and Master of Science (Science; higher academic degree), as well as degree programmes leading to the degree of Bachelor of Science (Pharmacy) and Master of Science (Pharmacy).

The faculty offers the following major subjects leading to the degrees of Bachelor of Health Sciences and Master of Health Sciences:

- 1) nursing science (leadership and management in nursing, preventative nursing science, teacher education in health sciences)
- 2) ergonomics
- 3) public health
- 4) sports medicine
- 5) nutrition.

The faculty offers the following degree programme leading to the degrees of Bachelor of Science and Master of Science:

- 1) biomedicine

The faculty offers the following Master's degree programme leading to the degree of Master of Science:

- 1) Master's Degree Programme in General Toxicology and Environmental Health Risk Assessment, toxicology.

The faculty also offers the following Master's degree programmes leading to the degree of Master of Health Sciences:

- 2) Master's Degree Programme in Health Promotion in Nursing Science, nursing science
- 3) Master's Degree Programme in Public Health, public health

The objectives and contents of the degrees and studies are defined in more detail in the curricula. The Master's degree studies provide eligibility for postgraduate studies in the field of science in question.

6 § Study modules

The studies leading to the Bachelor's and Master's degrees may include major and minor subject studies and other studies, which involve language and communication studies and elective studies. The studies are comprised of courses, which may be obligatory, optional, or elective. The courses form study modules of varying extents and the modules may also be multidisciplinary. The study modules comprise basic studies, intermediate studies and advanced studies. The contents and extent of the study modules are defined in the curricula. The degree programmes may give regulations and recommendations relating to the selection of the minor subjects and these shall be indicated in the curriculum.

Students have the possibility to include studies which exceed the minimum extent specified in the degree requirements in the study modules. The extent and contents of multidisciplinary study modules are defined by the department or school responsible for the teaching. The status of multidisciplinary study modules in the degree is defined in the degree requirements of the department or school offering the major subject studies.

Students who have been admitted to complete both a Bachelor's and a Master's degree shall complete the Bachelor's degree before completing the Master's degree.

Students are required to complete the studies in the second domestic language and in a foreign language as required by the Decree 794/2004, Section 6, if not completed as part of earlier education.

7 § Bachelor's thesis, Master's thesis and thesis of the advanced studies

The degree of Bachelor of Science (Pharmacy) includes a final thesis of 6 ECTS credits, and the degree of Bachelor of Science (Science) and the degree of Bachelor of Health Sciences includes a Bachelor's thesis of 6–10 ECTS credits. The thesis may comprise an experimental section in addition to a literature review. The experimental section may be completed as part of a research project in which the student's contribution must be clearly demonstrable and independently evaluable. The literature review must be completed by the student independently. The Bachelor's thesis is evaluated by a person who holds a Master's degree at a minimum.

The advanced studies in the major subject include an advanced thesis or a Master's thesis, which demonstrates the student's skills in scientific thinking, mastery of research methods, familiarity with the topic of the thesis, as well as skills in scientific writing. The extent of the Master's thesis is 30–40 ECTS credits, and the extent of the thesis in the advanced studies in medicine and dentistry is 20 or 30 ECTS credits. The thesis generally comprises an experimental section in addition to a literature review. The experimental section may be completed as part of a research project in which the student's contribution must be clearly demonstrable and independently evaluable. The literature review must be completed by the student independently. The thesis is evaluated by the supervisor in cooperation with a person holding at least

a Master's degree, as decided by the head of the department or school concerned. Any deviations to this procedure require a confirmation from the person in charge of the academic subject concerned.

8 § Language studies and maturity test

Studies in the native language

The studies in the native language must provide students with a language proficiency which is required of civil servants in bilingual public agencies and organisations under Section 6(1) of the Act on the Knowledge of Languages Required of Personnel in Public Bodies (424/2003) and which is necessary for their field. The language proficiency in the native language is demonstrated by studies in oral and written communication and by a maturity test.

For the degrees of Bachelor of Science (Pharmacy) and Bachelor of Science (Science) and Bachelor of Health Sciences, students shall write a maturity test, which demonstrates their familiarity with the field of the final thesis or Bachelor's thesis and their proficiency in Finnish or Swedish as laid down in the Decree on University Degrees, Section 6.

For the degrees of Master of Science, Master of Health Sciences, Master of Science (Pharmacy), Licentiate of Dentistry and Licentiate of Medicine, students shall write a maturity test, which demonstrates their familiarity with the field of the final thesis or Master's thesis. Students shall demonstrate their proficiency in Finnish or Swedish as laid down in the Decree on University Degrees, Section 6, in a maturity test written for the Master's degree, if the proficiency has not been demonstrated for their Bachelor's degree written in the same language.

Students who are not required to have the language proficiency referred to in the Decree on University Degrees, Section 6, may with the consent of the department / school concerned write the maturity test also in some other language than Finnish or Swedish. In these cases the maturity test demonstrates their familiarity with the field of the thesis.

Studies in the second domestic language

The studies in the second domestic language must provide students with a language proficiency which is required of civil servants in bilingual public agencies and organisations under Section 6(1) of the Act on the Knowledge of Languages Required of Personnel in Public Bodies (424/2003) and which is necessary for their field.

The studies in the second domestic language are not required from students who have received their formal education in some other language than Finnish or Swedish or who have not completed studies in the second domestic language for the International Baccalaureate, European Baccalaureate or Reifeprüfung examination. In these cases no credits will be awarded for the studies in the second domestic language. The applicable sections of the Decree on the Demonstration of Proficiency in the Finnish and Swedish Languages in the Civil Service (481/2003) shall be applied to the organisation of examinations in the second domestic language.

Studies in a foreign language

The studies in a foreign language shall provide students with the spoken and written language skills required for studying, following their field's developments and operating in international environments. Students are required to demonstrate the above-mentioned proficiency in the English language or in some other language approved by the faculty.

Language studies required of students who have received their formal education in some other language than Finnish or Swedish

The language studies required from students who have received their formal education in some other language than Finnish or Swedish and who have been admitted to study for a Master's degree only are defined in the degree requirements.

9 § Other studies

A personal study plan (PSP), the structure of which varies in different degree programmes and major subjects, shall be included in both lower and higher university degrees. Internships and studies abroad are recommended to be included in the studies.

10 § Organizing the postgraduate education

The Doctoral School of the University of Eastern Finland (UEF) comprises all of the university's doctoral programmes. The doctoral programmes are either discipline-specific, specific to the field of study or multidisciplinary. Furthermore, the doctoral programmes may be either local or they may operate as part of national or international networks. All postgraduate students of the university belong to the UEF Doctoral School and each postgraduate student must also belong to one of the doctoral programmes of the university. The UEF Doctoral School offers transferable skills studies and the doctoral programmes are responsible for organizing the discipline-specific and field-specific postgraduate education.

As decided by the faculty board on 27 May 2015, the Faculty of Health Sciences has four (4) doctoral programmes:

- Doctoral Programme of Clinical Research
- Doctoral Programme in Drug Research
- Doctoral Programme in Molecular Medicine
- Doctoral Programme in Health Sciences

The faculty grants the candidate a right to study for a scientific postgraduate degree upon the recommendation of the doctoral programme in question.

11§ General information on postgraduate degrees

In compliance with the Universities Act 558/2009, persons who have completed the following shall be eligible for studies leading to an academic postgraduate degree:

- 1) an applicable higher university degree; or
- 2) an applicable higher polytechnic degree; or
- 3) an applicable education completed abroad which in the awarding country gives eligibility for corresponding higher education; or
- 4) whom the faculty judges otherwise to have sufficient knowledge and skills for the studies.

The faculty may require students admitted to study for an academic postgraduate degree to complete the necessary supplementary studies in order to acquire the knowledge and skills needed for the studies.

Studies leading to an academic postgraduate degree require an earlier higher university degree or an applicable higher polytechnic degree. For a particular reason, postgraduate studies can be started after the completion of a Bachelor's degree. The applicability of the degree is assessed by the faculty after hearing the opinion of the doctoral programme concerned.

One can apply for the right for postgraduate studies within the framework of the university's application times. There are four annual application times, and each doctoral programme may choose which application times (1-4) it will use. The faculty grants the right to study for a scientific postgraduate degree providing that the doctoral programme in question has supported the application. The application must be completed using the application form of the university with the witnessed degree certificate including the academic

study record, the research plan, as well as other possible statements or permissions included as appendices for the application form. In addition, each doctoral programme may require also some other relevant documents to be enclosed with the application form. Language skill requirements are determined at the university level.

The academic postgraduate degrees available at the Faculty of Health Sciences are Licentiate of Science (Pharmacy), Doctor of Science (Pharmacy), Licentiate of Philosophy, Doctor of Philosophy, Doctor of Dental Science, Doctor of Medicine, Licentiate of Health Sciences and Doctor of Health Sciences.

12 § Postgraduate degree requirements

The postgraduate students prepare the personal postgraduate study plan within three months after receiving the post graduate study right. The postgraduate study plan must be prepared according to the requirements of the doctoral programme and the degree in question. The possible other requirements (e.g. compulsory studies; recommended studies) of the doctoral programme in question must also be followed.

All Licentiate degrees include also writing a licentiate thesis. The qualification of hospital chemist can be included in the degree of Licentiate of Philosophy.

All Doctoral degrees include also writing a doctoral dissertation and defending it in a public examination.

The licentiate thesis and the doctoral dissertation may involve an individual piece of research (a monograph) or a sufficient number of scientific publications addressing a particular topic and including a summary. As regards the articles, at least 50% or a minimum of two of them shall be published or approved for publishing in international, peer-reviewed scientific series. The author's significant and independent contribution to co-authored publications shall be demonstrated. The supervisors of the postgraduate studies are asked to provide a statement on the report. For justifiable reasons the same publication can also be used as a part of another doctoral thesis.

The provisions of the Decree on University Degrees and the university's Degree Regulations shall apply to the examination and approval of doctoral dissertations and licentiate theses. The faculty has also issued separate instructions relating to doctoral dissertations, their preliminary and public examination, and approval and grading.

13 § Recognition of study attainments

Provided that the objectives of the degree are achieved, students may have studies completed in other faculties or Finnish or foreign higher education institutions counted towards their degree and substitute studies in the degree syllabus with other studies of the same level.

The recognition of study attainments completed in other educational establishments is decided at the faculty by the department or school responsible for the student's major subject studies and, as regards minor subject studies, by the department or school responsible for the teaching in the minor subject.

Completed studies which are not included in a previous university-level degree, studies exceeding the minimum extent of the degree, and general studies may be counted towards the degree, if the contents of the studies in question support the major subject studies. Studies included in a polytechnic degree may be counted towards a Bachelor's degree completed at the faculty. The language and communication studies referred to in Section 12 completed for another higher university or polytechnic degree may be counted towards the degree. The Bachelor's thesis, the Master's thesis, the thesis in the advanced studies in medicine

and dentistry, the maturity test, the licentiate thesis and the doctoral dissertation may not be substituted by studies completed earlier.

14 § Grading of study attainments

Examinations of study modules and courses are organised in accordance with the faculty's specific instructions while observing the provisions of the university's Degree Regulations.

Approved courses are graded on a scale from 1 to 5 (1, adequate; 2, satisfactory; 3, good; 4, very good; 5, excellent), or on a scale pass/fail. Study modules (basic studies, intermediate studies, basic and intermediate studies, advanced studies) are graded on a scale from 1 to 5 (1, adequate; 2, satisfactory; 3, good; 4, very good; 5, excellent), or on a scale pass/fail. The scale used is specified in the curriculum.

The thesis in the advanced studies in medicine and dentistry is graded on a scale pass/fail. Approved Master's theses are graded on a scale from 1 to 5 (1, adequate; 2, satisfactory; 3, good; 4, very good; 5, excellent). The grade of the thesis is not considered in the evaluation of the major subject studies.

Licentiate theses are graded on a scale pass/fail and doctoral dissertations on a scale fail – pass – pass with distinction.

15 § Degree certificates

The faculty will upon application issue a degree certificate to students who have completed the studies required for their degree. Students will also receive a Diploma Supplement intended for international purposes in particular.

Completed study modules of a minimum of 20 ECTS credits will be marked on the degree certificate.

16 § Publicity of study attainments

No study attainments, excluding theses, may be handed over or shown to persons who do not belong to the department's or school's teaching staff. Furthermore, no study attainment may be published without the consent of the student concerned.

All advanced level theses, final theses, Bachelor's theses, Master's theses, licentiate theses and doctoral dissertations shall be public, as set forth in the Act on the Openness of Government Activities.

17 § Expiry of study attainments

Courses and study modules completed a maximum of 10 years ago may be included in the degree. The validity of courses and study modules completed more than 10 years ago shall be decided by the department or school concerned. Study modules completed for a degree shall not expire.

17.1 § Duration of studies for the degree of Licentiate of Medicine and the degree of Licentiate of Dentistry and regulations on the expiry of studies

Students shall complete the degree of Licentiate of Medicine and the degree of Licentiate in Dentistry in 12 years of being entered in the university's student register as a student of medicine or as a student of dentistry. The Head of the School of Medicine may grant an extension to the study time upon application when there is a particular reason for doing so.

A postponement of the start of the studies, military service and maternity and parental leave during the studies will automatically extend the maximum duration of studies by one year.

Courses in basic and intermediate studies in the preclinical phase, excluding the introductory course to academic studying, language courses, and epidemiology and biostatistics courses, shall be completed in five years of the beginning of the first course. Courses in intermediate and advanced studies included in the degree of Licentiate of Medicine shall be completed in seven years of the beginning of the first course. The Head of the School of Medicine may decide that certain courses in intermediate and advanced studies may not have been completed more than five years ago.

If a student fails to complete all the courses included in the preclinical phase in the degree of Licentiate of Medicine or in the degree of Licenciate of Dentistry, the Dean shall make a separate decision, at the proposal of the evaluation and development committee for teaching in the degree programme, on which courses or course sections the student concerned have been expired.

The normative duration of studies of students who have received their right to study on 1 August 2005 or later shall also observe the provisions of the Act on Amending the Universities Act (556/2005, Sections 18d, 18e and 18f).

18 § Entry into force

These standing orders, which have taken the reform of doctoral education (into force on 1 January 2013) into account, shall enter into force on **1 February 2013**. All postgraduate students who by 31 December 2012 have been granted a right to study for a scientific postgraduate degree may either start to follow the degree requirements of the new doctoral programme or continue to complete the degree in accordance with the old requirements until 31 December 2014.

19 § Further regulations

Further regulations on the application of these standing orders shall be given by the faculty, unless otherwise provided.