

This is an English translation of *Bekendtgørelse om uddannelser ved de videregående kunstneriske uddannelsesinstitutioner under Ministeriet for Forskning, Innovation og Videregående Uddannelser* (Ministerial Order on Fine Arts Programmes at the Higher Artistic Educational Institutions under the Ministry of Science, Innovation and Higher Education). In the event of a discrepancy between the translation and the Danish version, the Danish text published in the Danish Official Gazette (*Lovtidende*) is valid.

16 December 2013

No. 1524

## Ministerial Order on Fine Arts Programmes at the Higher Artistic Educational Institutions under the Ministry of Science, Innovation and Higher Education

Pursuant to section 10(1), (3) and (5) and section 15(2) of the Danish Act on Higher Artistic Educational Institutions (*Lov om videregående kunstneriske uddannelsesinstitutioner*), see Consolidated Act no. 465 of 8 May 2013, as amended by Act no. 898 of 4 July 2013, the following is stipulated:

### Part 1

#### *Objectives of the bachelor and master's (candidatus) programmes*

**1.-(1)** Bachelor programmes (*bacheloruddannelser*) and master's (candidatus) programmes (*kandidatuddannelser*) are independent study programmes based on research, artistic development activities and practice which must qualify students to work independently in a professional capacity by providing them with competencies and methodological skills in one or more subject areas.

(2) A subject area consists of a programme element or a group of related programme elements within one of the following areas: architecture, design, arts and crafts, conservation and restoration.

**2.** The objective of the bachelor programmes is to:

- 1) introduce the student to scientific and artistic disciplines in one or more subject areas, including the theory and methodology of the subject area(s) in question, in order to provide the student with broad academic knowledge and skills;
- 2) provide the student with the necessary academic knowledge and theoretical and methodological qualifications and competencies to independently identify, formulate and solve complex issues within the relevant components of the subject area(s) of the programme; and
- 3) provide the student with the necessary foundation for working in a professional capacity and for qualifying for admission to a master's (candidatus) programme.

**3.** The objective of the master's (candidatus) programmes is to:

- 1) develop and expand the student's academic knowledge and skills and strengthen his or her theoretical and methodological qualifications and competencies, as well as increasing the student's independence relative to the bachelor degree level;
- 2) provide the student with an opportunity for in-depth studies through the application of advanced elements in the disciplines and methodologies of the subject area(s) in question, including training in scientific and artistic work and methodology that further develops the student's ability to work in a more specialised professional capacity and to participate in advanced scientific and artistic development work; and
- 3) qualify the student for further studies, including PhD programmes.

### Part 2

#### *Structure etc.*

**4.-(1)** The bachelor and master's (candidatus) programmes consist of a number of modules.

(2) A module consists of a programme element or a group of programme elements, and is intended to provide the student with a totality of coherent academic qualifications and competencies within a specified time frame expressed in terms of ECTS points. Modules are concluded by one or more examinations conducted during the examination periods specified and defined in the curriculum for the programme in question.

(3) A programme element means a programme component with its own learning objectives.

(4) One year of full-time study corresponds to 60 ECTS points.

(5) In the curriculum for both bachelor and master's (candidatus) programmes, the educational institution may define requirements for the maximum duration of a student's bachelor degree and master's (candidatus) degree studies after the student has enrolled on the programme in question.

**5.-(1)** The educational institution may stipulate in the curriculum that an internship may be included in the prescribed period of study for the individual programme. The internship may be completed in association with areas outside the educational institution, either in Denmark or abroad.

(2) A maximum of 30 ECTS points may be replaced by an internship.

#### *Registration for programme elements*

**6.-(1)** Before the start of each academic year or each half academic year, see, however, subsection (3), the educational institution must ensure that students enrolled on bachelor and master's (candidatus) programmes are registered for programme elements at the relevant programme level corresponding to 60 ECTS points or 30 ECTS points, respectively. Registration must take place regardless of whether a student still needs to pass programme elements from previous years of study.

(2) The educational institution lays down rules in the curriculum on registration for programme elements, including selection criteria for elective subjects, if any, see section 10(3) and section 13(3). The educational institution may not use age or the drawing of lots as selection criteria.

(3) In cases where a course on a programme element does not commence at the beginning of the academic year, registration for the programme element may in exceptional cases take place after the start of each academic year or each half academic year, but must be made before the course on the programme element commences.

(4) The educational institution may withdraw the registration of a student for one or more programme elements, see subsection (1), under special circumstances or if the student is an elite athlete and where the student will be unable to complete the programme within the prescribed period of study. If the registration of a student for one or more programme elements has been withdrawn in an academic year, the programme element(s) will be included in the calculation of the ECTS points pursuant to subsection (1) in the student's subsequent year of study.

(5) Under special circumstances, the educational institution may grant exemptions from the rules on registration set out pursuant to subsection (2).

**7.-(1)** The educational institution may register students who have been admitted to and enrolled on a bachelor programme at the educational institution for programme elements and examinations corresponding to up to 30 ECTS points on a master's (candidatus) programme if the educational institution deems that the student possesses the necessary academic qualifications to complete and pass the bachelor programme concurrently with completing programme elements on the master's (candidatus) programme.

(2) Students who have completed programme elements on a master's (candidatus) programme pursuant to subsection (1) have the right to be admitted to the relevant master's (candidatus) programme at the same educational institution immediately after the completion of the bachelor programme.

(3) Programme elements for which a bachelor student has been registered on a master's (candidatus) programme, see subsection (1), are not included in the calculation of ECTS points pursuant to section 7(1) in the student's registration for subjects on the bachelor programme.

### **Part 3**

#### *Bachelor programmes*

**8.** The bachelor programme is equivalent to 180 ECTS.

**9.-(1)** A bachelor programme within design and architecture entitles the graduate to the Danish title 'bachelor (BA)' followed by the subject area in which the degree is awarded. The English title is 'Bachelor of Arts (BA)' followed by the subject area in which the degree is awarded (in English).

(2) A bachelor programme within conservation and restoration entitles the graduate to the Danish title 'bachelor (BSc)' followed by the subject area in which the degree is awarded. The English title is 'Bachelor of Science (BSc)' followed by the subject area in which the degree is awarded (in English).

**10.-(1)** A bachelor programme must be a complete and coherent study programme which qualifies the student for admission to the master's (candidatus) programme. The bachelor programme may also provide the student with the necessary foundation for working in a professional capacity.

(2) The educational institution must structure the study programme so as to ensure its academic coherence and progression.

(3) In the curriculum for the individual bachelor programme, the educational institution specifies the following:

1) Constituent programme elements fundamental to the general academic competencies and identity of the programme and other compulsory programme elements corresponding to a minimum of 120 ECTS points. This total must include a bachelor project corresponding to a minimum of 10 ECTS points and a maximum of 30 ECTS points.

2) Whether the programme contains elective programme elements. If the programme contains elective programme elements, these may correspond to between 10 ECTS points and 60 ECTS points as the maximum. Elective programme elements may be used to provide students with the opportunity to enhance their study and professional skills through the personal tailoring of their degree and by adding new perspectives from within areas broadly related to the core areas of the programme.

(4) The bachelor project is placed in the third year of study and must document the student's understanding of and ability to reflect on the core areas of the programme. The problem formulation for the bachelor project is drawn up by the educational institution or the student. The educational institution approves the problem formulation and also stipulates a deadline for submission of the project.

## Part 4

### *Master's (candidatus) programmes*

**11.** The master's (candidatus) programme is equivalent to 120 ECTS points.

**12.** A master's (candidatus) programme entitles the graduate to the Danish title 'cand.' (candidatus or candidata) followed by the Latin designation for the programme in question, see Appendix 1, unless another designation is stipulated in Appendix 1. The subject area in which the degree is awarded is specified last. The graduate is awarded the English title 'Master of Arts (MA)' or 'Master of Science (MSc)' followed by the subject area in which the degree is awarded (in English) as stipulated in Appendix 1, unless another designation is stipulated in Appendix 1.

**13.-(1)** A master's (candidatus) programme must be a complete and coherent study programme which extends and builds on the competencies and insight students have acquired in the course of their bachelor programme. The master's (candidatus) programme must qualify students for admission to a PhD programme.

(2) The educational institution must structure the study programme so as to ensure its academic coherence and progression. As a general rule, the organisation of the programme modules must ensure that the student normally has the option of choosing between competency profiles relevant to various professional functions.

(3) In the curriculum for the individual master's (candidatus) programme, the educational institution specifies the following:

1) Constituent programme elements fundamental to the general academic competencies and identity of the programme and other compulsory programme elements corresponding to a minimum of 90 ECTS points. This total must include a master's (candidatus) thesis corresponding to 30 ECTS points; however, the master's (candidatus) thesis for the conservation programme must correspond to between 40 and 60 ECTS points.

2) Whether the programme contains elective programme elements. If the programme contains elective programme elements, these may correspond to between 10 ECTS points and 60 ECTS points as the maximum. Elective programme elements may be used to provide students with the opportunity to enhance their study and professional skills through the personal tailoring of their degree and by adding new perspectives from within areas broadly related to the core areas of the programme.

(4) The master's (candidatus) thesis concludes the programme and must document skills in applying artistic and/or scientific theories and methodologies to a clearly defined academic topic. If special circumstances apply, however, the educational institution may grant an exception from the rule that the thesis concludes the programme.

(5) The problem formulation for the master's (candidatus) thesis is drawn up by the student. The educational institution approves the problem formulation for the master's (candidatus) thesis and lays down a deadline for submission of the thesis and a plan for thesis supervision at the same time.

(6) If the student does not submit the thesis within the time frame specified in subsection (5), the educational institution approves a modified problem formulation within the same field and lays down a new three-month deadline for submission at the same time. If the student does not submit the thesis by the new deadline, the student may be granted a third attempt in accordance with the same rules which applied to the second attempt.

## Part 5

### *Tests and examinations*

**14.** A programme must include the external examinations which are required pursuant to the Ministerial Order on Examinations and Grading on the Fine Arts Programmes under the Ministry of Science, Innovation and Higher Education (the Examination Order) (*Bekendtgørelse om eksamen og censur ved de videregående kunstneriske uddannelser under Ministeriet for Forskning, Innovation og Videregående Uddannelser (eksamensbekendtgørelsen)*). In addition, the programme may include internal examinations. The programme must as a minimum include the following three examinations:

- 1) An internal or external examination which is held before the end of the second semester and which must document that the students have achieved the learning objectives defined for the first year of study.
- 2) An external examination in the bachelor project.
- 3) An external examination in the master's (candidatus) thesis.

## Part 6

### *Curriculum*

**15.-(1)** Within the framework established by the provisions of this ministerial order, the educational institution is responsible for laying down the specific rules governing each programme in the curriculum for the programme.

(2) The curriculum for a bachelor programme must contain:

- 1) The name of the programme in Danish and English, see section 9.
- 2) The prescribed period of study expressed in ECTS points.

3) Academic profile describing:

- a) the objectives of the programme;
- b) the programme elements covered on the programme, see section 10; and
- c) the intended learning outcomes of the programme.

4) Rules governing modules, programme elements and elective programme elements, if any, see sections 4 and 10, including:

- a) learning outcomes in the form of knowledge, skills and competencies;

- b) duration and composition expressed in ECTS points;
- c) forms of instruction and working methods;
- d) chronology; and
- e) prerequisites for participation.

- 5) Rules governing written assignments and project work, including the bachelor project and its length, see section 10.
- 6) Rules governing credit transfer, including the possibility of choosing modules which are components on a different programme at an educational institution in Denmark or abroad, see section 19.
- 7) Rules governing internships, see section 5.
- 8) Any rules governing internships, see section 5.
- 9) Any rules governing deadlines for the student's completion of the programme after having enrolled on the programme, see section 4(5).
- 10) Any rules governing required reading of texts in foreign language(s) and description of the level of proficiency required in the foreign language(s).

(3) The curriculum for a master's (candidatus) programme must contain:

- 1) Admission requirements.
- 2) The name of the programme in Latin, Danish and English, see section 12 and Appendix 1.
- 3) The prescribed period of study expressed in ECTS points, see section 11.
- 4) Academic profile describing:

- a) the objectives of the programme;
- b) the programme elements covered on the programme, see section 13; and
- c) the intended learning outcomes of the programme.

- 5) Rules governing modules, programme elements and elective programme elements, if any, see section 4 and section 13(3), including:
  - a) learning outcomes in the form of knowledge, skills and competencies;
  - b) duration and composition expressed in ECTS points;
  - c) forms of instruction and working methods;
  - d) chronology; and
  - e) prerequisites for participation.

- 6) Rules governing written assignments and project work, including the master's (candidatus) thesis and its length, see section 13.
- 7) Rules governing credit transfer, including the possibility of choosing modules which are components on a different programme at an educational institution in Denmark or abroad, see section 19.
- 8) Any rules governing internships, see section 5.
- 9) Any rules governing deadlines for the student's completion of the programme after having enrolled on the programme, see section 4(5).

- 10) Any required reading of texts in foreign language(s) and description of the level of proficiency required in the foreign language(s).

(4) In addition to the rules laid down in accordance with this ministerial order, the curriculum must contain rules laid down in accordance with the Ministerial Order on Admission to and Enrolment on Arts and Crafts Programmes and Bachelor Programmes at the Higher Artistic Educational Institutions under the Ministry of Science, Innovation and Higher Education (the Bachelor Admission Order) (*Bekendtgørelse om adgang til kunsthåndværkeruddannelser og bacheloruddannelser ved de videregående kunstneriske uddannelsesinstitutioner under Ministeriet for Forskning, Innovation og Videregående Uddannelser (Bacheloradgangsbekendtgørelsen)*), the Ministerial Order on Admission to and Enrolment on Master's (Candidatus) Programmes at the Higher Artistic Educational Institutions under the Ministry of Science, Innovation and Higher Education (the Master's (Candidatus) Admission Order) (*Bekendtgørelse om adgang til kandidatuddannelser ved de videregående kunstneriske uddannelsesinstitutioner under Ministeriet for Forskning, Innovation og Videregående Uddannelser (Kandidatadgangsbekendtgørelsen)*), the Ministerial Order on Examinations and Grading on the Fine Arts Programmes under the Ministry of Science, Innovation and Higher Education (the Examination Order) (*Bekendtgørelse om eksamen og censur ved de videregående kunstneriske uddannelser under Ministeriet for Forskning, Innovation og Videregående Uddannelser (eksamensbekendtgørelsen)*) and the Ministerial Order on the Grading Scale and Other Forms of Assessment at Certain Educational Institutions under the Ministry of Culture (the Ministerial Order on the Grading Scale and Other Forms of Assessment) (*Bekendtgørelse om karakterskala og anden bedømmelse ved visse uddannelsesinstitutioner under Kulturministeriet (karakterskalabekendtgørelsen)*).

(5) The curriculum must state that under special circumstances the educational institution may grant exemptions from the rules in the curriculum which have been laid down by the educational institution alone.

**16.-(1)** Curricula and substantial revisions thereto enter into force at the beginning of an academic year.

(2) Curricula and substantial revisions thereto must contain the requisite interim provisions.

(3) Current curricula must be published on the educational institution's website.

**17.** In order to promote a coherent programme structure for its bachelor and master's (candidatus) programmes, the educational institution may, within the framework established by the provisions of this ministerial order, lay down joint rules governing the content and structure of the programmes it offers.

## Part 7

### *Credit transfers, appeals, trials and exemptions*

**18.-(1)** Successfully completed programme elements under this ministerial order are equivalent to corresponding programme elements at other educational institutions which offer the same programme under this ministerial order.

(2) The student is obliged to provide information on completed programme elements from another Danish or foreign higher education programme for which it is assumed that credit transfer will be granted. On a case-by-case basis or based on rules laid down in the curriculum,

the educational institution approves credit transfer based on completed programme elements comparable to programme elements and programme components offered at the educational institution. The decision is based on an academic evaluation.

**19.-(1)** In case of preliminary approval of a study stay in Denmark or abroad, the student is obliged, after completing the study stay, to document the programme elements completed and passed during the approved study stay. Upon obtaining preliminary approval, the student must consent to the educational institution requesting the necessary information after the student has completed the study stay.

(2) Upon approval under subsection (1), the programme element is deemed to have been completed if it has been passed in accordance with the rules on the programme in question.

(3) The educational institution must publish statistics on decisions on credit transfer, including pre-approved credit transfer, on its website.

**20.-(1)** Decisions made by the educational institution pursuant to this ministerial order may be appealed to the Danish Agency for Higher Education if the appeal concerns legal issues. The appeal must be submitted to the educational institution, which then issues an opinion. The complainant must be given the opportunity to comment on this opinion within a time limit of one week. The educational institution submits the appeal to the agency, enclosing the opinion and any comments made by the complainant.

(2) The time limit for the submission of appeals in accordance with subsection (1) is two weeks from the complainant having been informed of the decision.

**21.-(1)** The Danish Agency for Higher Education may allow deviations from the ministerial order as part of trials. In connection with trials, the duration of the trial and the reporting form are determined at the same time.

(2) If special circumstances apply, the agency may grant exemptions from the ministerial order.

## Part 8

### *Arts and crafts programmes in glass and ceramics*

**22.-(1)** Based on creative practice and through an informed knowledge of techniques and materials, the arts and crafts programme in glass and ceramics qualify students to design and develop glass or ceramic art and craft practices at a high artistic level. Through immersion in the practical work with materials, techniques and forms and through theoretical education, students gain the technical, aesthetic and analytical qualifications needed to work with glass or ceramics and related materials.

(2) The programme is a three-year programme, corresponding to 180 ECTS points.

(3) Graduates from the arts and crafts programme in glass and ceramics are entitled to use the title artisan (*kunsthåndværker*) within glass or ceramics, depending on the subject area within which the student was enrolled.

(4) The rules set out on bachelor programmes in the ministerial order also apply to the arts and crafts programmes in glass and ceramics.

## Part 9

### *Commencement*

**23.-(1)** The ministerial order enters into force on 1 January 2014 and applies with effect from the 2014-15 academic year, see, however, subsection (2).

(2) The ministerial order applies to students who apply for pre-approved credit transfer for study stays which are to be completed from the 2014-15 academic year or later.

(3) The following ministerial orders are hereby repealed:

1) Ministerial Order no. 531 of 27 June 2002 on the Architecture Programme at the School of Architecture under the Royal Danish Academy of Fine Arts and the Aarhus School of Architecture (the Bachelor and Master's (Candidatus) Programmes) (*Bekendtgørelse nr. 531 af 27. juni 2002 om arkitektuddannelsen ved Det Kongelige Danske Kunstakademis Arkitektskole og Arkitektskolen i Aarhus (bachelor- og kandidatuddannelsen)*)

2) Ministerial Order no. 608 of 18 August 1998 on Programmes etc. at the School of Conservation under the Royal Danish Academy of Fine Arts (*Bekendtgørelse nr. 608 af 18. august 1998 om uddannelser mv. på Det Kongelige Danske Kunstakademis Konservatorskole*).

3) Ministerial Order no. 661 of 15 June 2011 on the Design Programme at the Royal Danish Academy of Fine Arts, Schools of Architecture, Design and Conservation and at the Design School Kolding (the Bachelor and Master's (Candidatus) Programmes) (*Bekendtgørelse nr. 661 af 15. juni 2011 om designuddannelsen ved Det Kongelige Danske Kunstakademis Skoler for Arkitektur, Design og Konservering samt Designskolen Kolding (Bachelor- og kandidatuddannelsen)*).

4) Ministerial Order no. 662 of 15 June 2011 on the Arts and Crafts Programme in Glass and Ceramics at the Royal Danish Academy of Fine Arts, Schools of Architecture, Design and Conservation (*Bekendtgørelse nr. 662 af 15. juni 2011 for kunsthåndværkeruddannelsen inden for glas og keramik ved Det Kongelige Danske Kunstakademis Skoler for Arkitektur, Design og Konservering*).

*Ministry of Science, Innovation and Higher Education, 16 December 2013*

Morten Østergaard

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### The individual master's (candidatus) programmes

The master's (candidatus) programmes are placed within one of the following areas: architecture, design or conservation and restoration.

#### 1. Master's (candidatus) programme in architecture (*cand.arch.*)

- The objective of the master's (candidatus) programme in architecture is to qualify students, on an artistic and scientific basis, for employment as architects in the public and private sectors.

- The architecture programme can offer students the opportunity to specialise in the main areas of architecture:

1) Planning

2) Art of building

3) (Architectural) design

- The master's (candidatus) programme entitles the graduate to the title *cand.arch.* (*candidatus/candidata architecturae*). In English: Master of Arts (MA) in Architecture.

#### 2. Master's (candidatus) programme in design (*cand.des.*)

- The objective of the master's (candidatus) programme in design is to qualify students to obtain academic knowledge of and methodological skills and professional competencies in design-related disciplines with a view to employment within the area of design, including arts and crafts.

- The master's (candidatus) programme develops, on an artistic and scientific basis, the students' abilities within aesthetics, innovative design and problem-solving in a combination of concrete, materials-centred approaches and abstract, theoretical approaches such that the students are qualified to perform concrete, theoretical as well as abstract design tasks.

- The master's (candidatus) programme entitles the graduate to the title *cand.des.* (*candidatus/candidata designii*). In English: Master of Arts (MA) in Design.

#### 3. Master's (candidatus) programme in conservation and restoration (*cand.scient.cons.*)

- The objective of the master's (candidatus) programme in conservation and restoration is to qualify students to work in a professional capacity on the basis of scientific and artistic studies within conservation and restoration of cultural and natural heritage.

- The master's (candidatus) programme must expand the students' abilities within areas such as active and preventive conservation, restoration, the history of the profession, relevant related humanities and natural science subjects, relevant crafts subjects and relevant arts subjects, such that the graduate possesses relevant skills and competencies as well as knowledge in selected areas based on the highest level of international research.

- The master's (candidatus) programme in conservation and restoration entitles the graduate to the title *cand.scient.cons.* (*candidatus/candidata scientiae conservandi*). In English: Master of Science (MSc) in Conservation and Restoration.