

## Supplementary rules for admission to single courses at the University of Stavanger

*This document is a translation of a legally binding document originally written in Norwegian. If a dispute arises as to the interpretation of this document, the Norwegian version takes precedence.*

### § 1 Scope

These supplementary rules apply to admission to single courses at the University of Stavanger, and these rules are supplement to the Regulation Concerning Admission to Studies and Courses at the University of Stavanger.

### § 2 Admission to single courses

- A. You can apply to courses published as open courses. However, exceptions are reserved for courses that have limited capacity due to the use of a laboratory and due to limited capacity for supervision. These may have limited admission or no admission at all, as these courses are reserved for students admitted to study programmes.
- B. Admission is only possible to courses taught and which hold exams in the relevant semester. For courses that are taught throughout two semesters, an application must be sent in the semester in which the teaching starts. It is not possible to apply to such courses in the second semester.
- C. In case of addition requirements, these must be stated in the course description (for example required prerequisite knowledge, specific admission requirements).

### § 3 Admission requirements

- A. The admission requirement to a course is the same as the admission requirement to the study programme the course is included in.
- B. If a course is included in several study programmes which have different admission regulations, the regulation which has the lowest requirement will apply for the course.
- C. Any additional academic requirements must be stated in the course description the course is part of.
- D. The rule that the applicant must fulfill the admission requirement for the study program or programs in which the course is included, may be waived if this is stated in the course descriptions.

#### § 3.1 Language requirements

- A. When the single course is included in an English taught study programme, the same requirement for a passed English test as for the international master programmes applies.
- B. When the single course is included in only Norwegian taught programmes, the Norwegian and English language requirements in accordance with the Regulations concerning Admission to Higher Education applies.

### § 4 Documentation requirements for application to admission to single courses

- A. Applicants themselves are responsible to document former education and that all requirements as stated in the admission regulations are met.

- B. Higher education must be documented with a diploma and transcript of records showing the duration of studies, grades and credits.
- C. Applicants with diplomas and transcripts from other countries than Norway must additionally upload a description of their grading and credit system. That can be diploma supplement, or a printout from the internet (in English), but then with a clear reference to where the information can be verified.
- D. Applicants with documentation in a different language than Norwegian, Swedish, Danish or English must in addition have attached a verified translation to English.
- E. All documents must be uploaded in Søknadsweb by the application deadline. Original documents may be requested. Documents submitted after the application deadline will not be considered.

## § 5 Ranking

- A. For open course all qualified applicants will be admitted.
- B. For courses with limited capacity, applicants will be ranked according to the time of application, unless otherwise decided.
- C. Applicants with Prior qualifications will be evaluated and ranked individually by an admission committee.

## § 6 Commencement

Supplementary rules take effect from and including admission to single courses Autumn 2019.