



## REGULATIONS FOR COMPOSING A CURRICULUM ACADEMIC YEAR 2022-2023

### FACULTY OF ENGINEERING AND ARCHITECTURE

**Important!** This translation is provided as a service to the foreign language speaking students and staff of Ghent University, and is provided 'as is'. No warranty of any kind, either expressed or implied, is made as to the accuracy, correctness, or reliability of this translation. Discrepancies or differences created in the translation are not binding and have no legal effect for compliance or enforcement purposes. If any questions arise related to the accuracy of the information contained in this translation, please refer to the official Dutch version that was approved by the Faculty Board.

A curriculum is a list of course units per student per academic year.  
All students should submit a curriculum application in OASIS following the stipulated regulations.

This document contains some of the most important curriculum regulations described in the Ghent University Education and Examination Code (EEC 2022-2023, article 30, marked in blue), as well as the faculty additions to it.

## 1. RE(ENROLMENT)

Students must first [\(re\)enrol](#) electronically via OASIS for every programme/course (Bachelor, Linking, Preparatory and possibly Master) for which they want to take course units in the academic year 2022-2023. Following, they can compose a curriculum in Oasis and submit this curriculum for approval.

## 2. IMPORTANT DEADLINES

– Each curriculum application has to be electronically submitted in [OASIS](#) **no later than 3 October 2022**.

– The Curriculum Committee then notifies the students of their fixed curriculum before 15 November at the latest via OASIS. If a student has not submitted a curriculum proposal before 15 November, the Curriculum Committee will determine one itself and inform the student of the fixed curriculum before 1 December at the latest.

– Any requests to change an established curriculum (i.e. adding and/or removing course units under any contract type) need to be submitted by the students to the Curriculum Committee (through the relevant learning track counsellor)

- **before 14 November** at the latest for first-term course units
- **before 28 February** at the latest for second-term and full-year course units

These above-mentioned changes will be executed by the Curriculum Committee – if it has agreed to do so – before 1 December for first-term course units and before 15 March for second-term and full-year course units, respectively

## 3. REGULATIONS FOR STUDENTS IN THEIR FIRST BACHELOR'S YEAR

- Students who have enrolled in a Bachelor's programme always need to take up **all the course units** of the first year of the standard learning track (BA1). The Curriculum Committee is obliged to grant exceptions to students with a special status or a working student status and students who have already obtained a Bachelor's diploma. In addition, substantiated exceptions are granted on an individual basis by the director of the Department of Educational Policy.

If students wish to reduce their curriculum for the second term, the Curriculum Committee decides whether this request may be granted, taking into account the [general guidelines concerning study progress](#).

- Students who have not yet passed all the course units of the first year of the standard learning track of a Bachelor's programme, are required to take up **all remaining course units** of that first year when they enrol for the same programme again. This will guarantee that they may still pass the first deliberation set of the Bachelor's programme.

The Curriculum Committee is obliged to grant exceptions to students with a special status or a working student status. In addition, substantiated exceptions are granted on an individual basis by the director of the Department of Educational Policy.

- Students can only get a personalized learning track combining the Bachelor's programme and consecutive Master's programme (or linking or preparatory programme) if they have acquired credits for all course units from the first year of the

standard learning track, if they have been declared to have passed course units (cf. article 67) or if they have obtained exemptions.

#### 4. EXTENT OF A CURRICULUM

All students are allowed to compose a curriculum consisting of **at least 60 ECTS-credits**, unless:

- the student cannot yet take up a personalized learning track combining a Bachelor's programme and a consecutive Master's programme (or a consecutive linking or preparatory programme) because they have not yet acquired credits for all course units from the first year of the standard learning track;
- sequentiality is applied (cf. article 41, 10°);
- the Curriculum Committee decides that the student cannot yet start the Master's dissertation. This decision can only be made in exceptional cases and must be motivated

The Faculty of Engineering and Architecture prescribes that a curriculum can consist of more than **60 ECTS-credits** if the learning capacity coefficient is at least 30 ECTS-credits. The learning capacity coefficient 'S' (in ECTS-credits/ per academic year) is defined as the number of credits a student has obtained in the previous academic year.

The maximum extent of a curriculum is calculated as the sum of all course units that the student registers for in the present academic year through diploma contracts, credit contracts and examination contracts.

If  $S \geq 30$  then the **maximum** amount of ECTS-credits in the curriculum is **S+30**.

Students who want to take more than 60 ECTS-credits and who did not study at Ghent University in the previous academic year, need to contact the faculty learning track counsellor to prove that they meet the conditions as mentioned above.

#### 5. SEQUENCE OF COURSES

Students are required to take up all the (remaining) course units of the lowest learning track year before they can add course units of the following learning track year to their curriculum.

When taking up course units from a higher learning track year, students should take into account the recommended or required starting competencies (cfr. point 6). Additionally, certain course units have specific modalities regarding their place in the curriculum:

- **Bachelor's Thesis/Cross-Course Project**

In the Bachelor of Science in Engineering (Technology), the course units 'Bachelor Thesis', 'Interdisciplinary Project' or 'Cross-Course Project' can only be taken as the last bachelor's course unit. As an exception to this rule, the Curriculum Committee allows that this course is taken as the second last bachelor's course unit, if

- (for the bachelor Engineering Technology in Ghent) 'Business Administration' (if in the third standard learning track) or the elective course (if applicable) is taken as the last course unit.
- (for the bachelor Engineering Technology in Kortrijk) 'Business Administration' is taken as the last course unit.
- (for the bachelor Engineering) one course that is not necessary for the 'Cross-Course Project' is taken as the last course unit.

- **Bachelor Work Placement**

In the Bachelor of Science in Civil Engineering Technology, the course unit 'Bachelor Work Placement' can only be taken if all other discipline-specific (civil engineering technology) course units of the second standard learning track were already taken in the previous academic year.

Discipline-specific course units are course units from the *main subject Civil Engineering Technology* of the student's study programme, with the exception of 'Thermodynamics and Fluid Mechanics', and 'Physics of waves and particles'.

- **Master's Thesis**

In a Master's programme the course unit 'Master's Dissertation' can only be taken as the very last master's course unit.

- **Multidisciplinary Project**

In the Master of Science in Civil Engineering Technology and in the Master of Science in Land Survey Engineering Technology, the course unit 'Multidisciplinary Project Building Technology' or 'Multidisciplinary Project Land Surveying' can only be taken if all other course units have been taken, with the exception of 'Master's dissertation' and 'Master Work Placement Building Technology' or 'Master Work Placement Land Surveying'.

Additionally, the course unit 'Multidisciplinary Project Building Technology' can only be taken if the student has passed the preceding bachelor's programme or linking programme. This requirement is only strictly applied if it does not prevent the student from taking at least 60 ECTS-credits in the curriculum.

## 6. STARTING COMPETENCIES

The student is personally responsible for the choice of his/her course units when composing the curriculum. The curriculum should be as close as possible to the standard learning track and the learning pathway of the programme. Students who wish to register for a course unit from a later standard learning track have to verify themselves whether they comply with the recommended starting competencies. The responsible lecturer can ask to prove their previous knowledge.

A **strict policy of required starting competencies is adhered** to the course units in tables 1.a, 1.b, 2 en 3 (see the end of this document). This means that the student has to have passed (i.e. acquired the credit certificate or declared successfully passed for the deliberation set to which the course unit belongs) the course unit in the right column before the course unit in the left column in the curriculum can be taken. These required starting competencies are only strictly applied if they do not prevent the student from taking at least 60 ECTS-credits in the curriculum.

The starting competency in the table indicated by an asterisk is a **required sequentiality** as required by the Committee for Programmes, after the substantiated recommendation of the Faculty Council, on the proposal of the study programme committee involved. It is always binding, even when it prevents the student from taking at least 60 ECTS-credits in the curriculum (EEC 2022-2023, article 41, 10°).

## 7. FREE OPTIONAL COURSE UNITS

Students whose programme allows for the inclusion of optional course units from open lists and who therefore can select non-nominally mentioned course units from Ghent University's course offer, can only do so after the approval of the Faculty. Therefore the student consults the relevant faculty learning track counsellor.

## 8. SUMMER COURSE, SUMMER SCHOOL ('SUMMER PROGRAMME') OR MOOC

Students who want to include a **Summer Course, Summer School** or **MOOC** in their curriculum should ask the prior permission to do so from the study programme committee concerned and the Curriculum Committee by contacting the relevant faculty learning track counsellor. A **Summer Course, Summer School** or **MOOC** has to meet the following conditions:

- The Summer Course, Summer School or MOOC is organized by a reputed institute;
- The Summer Course, Summer School or MOOC corresponds content-wise to the level of a course unit from a master's programme;
- The Summer Course, Summer School or MOOC leads to an official certificate with ECTS-credits and the student obtains a grade score or 'pass/fail' for this.

## 9. APPLICATION OF EXEMPTIONS

Students who want to apply for exemptions based on previously acquired qualifications need to use [the online application](#) in [Plato](#).

## 10. DEVIATIONS FROM THE CURRICULUM RULES

If the proposed curriculum, **in exceptional circumstances**, does deviate from the rules mentioned above and the stipulations in the study guide, the student has to consult the relevant faculty learning track counsellor (**before submitting a curriculum proposal in Oasis**), after which they can make a proposal to the Curriculum Committee together.

## 11. APPEAL

Students may file an appeal against an unfavourable decision on their application concerning the composition of a curriculum. They may file this appeal with the appeals body designated for this purpose by the Faculty Council. To do so, the student has to follow the procedure as described in the Education and Examination Code (EEC 2022-2023, article 30§6).

## 12. FACULTY CONTACT PERSON

Questions with respect to the curriculum can be submitted to the relevant faculty learning track counsellors:

- For students of engineering, engineering: architecture, urbanism and spatial planning and postgraduate studies: [studietrajectIR.ea@UGent.be](mailto:studietrajectIR.ea@UGent.be)
- For students of engineering technology, Ghent: [studietrajectING.ea@UGent.be](mailto:studietrajectING.ea@UGent.be)
- For students of engineering technology, Kortrijk: [studietraject.kortrijk@UGent.be](mailto:studietraject.kortrijk@UGent.be)

**Table 1.a | Required starting competencies Bachelor and Master in Engineering: Architecture**

<b>Course units with required starting competencies</b>	<b>Requirement: having successfully followed this (these) course unit(s) (i.e. having obtained a credit certificate) or having acquired the target competencies in another way</b>
Architectural design 2 (E081211)	Architectural design 1 (E081111 or E081112)
Architectural design 3 (E081311)	Architectural design 2 (E081211)
Spatial Analysis and Urban Design Studio (E085095)	Architectural design 3 (E081311)
Architectural Design Studio: Design Development (E081603)	Architectural design 3 (E081311)
Masterstudio A (E081760) Masterstudio B (E081770) Masterstudio C (E081780) Masterstudio D (E081790) Masterstudio E (E081795)	Architectural design 3 (E081311)

**Table 1.b | Required starting competencies Bachelors and Masters in Engineering**

<b>Course units with required starting competencies</b>	<b>Requirement: having successfully followed this (these) course unit(s) (i.e. having obtained a credit certificate) or having acquired the target competencies in another way</b>
Mathematical Analysis III (E001321)	Basic Mathematics (E001142)
Analysis of Systems and Signals (E005020)	Basic Mathematics (E001142)
Modelling and control of dynamic systems (E007120)	Basic Mathematics (E001142)
Polymers (E068660)*	Organic Chemistry (E070310) + Chemistry: the Structure of Matter (E070070) + Chemical Thermodynamics (E070080)

\* This **required sequentiality** as required by the Committee for Programmes, is always binding, even though the student cannot take up 60 ECTS-credits in his/her curriculum.

**Table 2. | Required starting competencies Bachelors and Masters in Engineering Technology, Ghent**

<b>Course units with required starting competencies</b>	<b>Requirement: having successfully followed this (these) course unit(s) (i.e. having obtained a credit certificate) or having acquired the target competencies in another way</b>
Network and Computer Security (E765003)	Computer Networks II: Network Management (E761031) Network Management (E761070)
Master's Dissertation (E705002)	Interdisciplinary Final Project (E761043) or Bachelor's Dissertation (E711043/E741053/E731035/E721038)
Master Work Placement Building Technology (E715032) Master Work Placement Land Surveying (E715033)	Bachelor Work Placement (E711069)
Applied Instrumental Analysis (E725021)	Instrumental Analysis (E721042) Spectroscopy (E721041)

**Table 3. | Required starting competencies Bachelors and Masters in Engineering Technology, Kortrijk**

<b>Course units with required starting competencies</b>	<b>Requirement: having successfully followed this (these) course unit(s) (i.e. having obtained a credit certificate) or having acquired the target competencies in another way</b>
Master's Dissertation (E640100)	Bachelor's dissertation (E630710)