



REGULATIONS FOR COMPOSING A CURRICULUM ACADEMIC YEAR 2023-2024

FACULTY OF ENGINEERING AND ARCHITECTURE

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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 2023-2024, 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 2023-2024. 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 2 October 2023**.
- 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 29 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 starting a Bachelor's programme must take up all the first-year course units in the standard study track (BA1). The Curriculum Committee may allow exceptions to students with a special status on the grounds of a disability provided that said students have been granted the facility of a "reduced curriculum", to students with a special status on the grounds of top-level sports or a "working student" status, as well as to students who have already obtained a Bachelor's diploma. The Curriculum Committee may assign these students a curriculum adapted to their needs but still as close to the programme structure as possible. In addition, the Director of Education may grant substantiated individual exceptions. In the event of a student applying for a reduced second-term curriculum, the Curriculum Committee decides whether or not to approve based on the general principles for an optimal study progress.
- Students with a special status on the grounds of a disability who have been granted the facility of a "reduced curriculum", a special status on the grounds of top-level sports activities or a "working student" status, or students who have already obtained a Bachelor's diploma, and who have been granted the exception not to take up all the full-time standard study track course units of the first deliberation set, must upon a consecutive enrolment in the same study programme take up at least any remaining course units of their initial deliberation set for which they have not obtained credits. The Curriculum Committee may allow exceptions to this rule. In addition, the Director of Education may grant substantiated individual exceptions.

- A personalised study track spanning a Bachelor's programme and an ensuing Master's programme (or ensuing preparatory or academic bridging programme) is possible only if the student has obtained ECTS credits for all the first-year course units in the standard study track of said Bachelor's programme, has been or has been granted exemptions.

4. EXTENT OF A CURRICULUM

- With the exception of the following situations, any student has the opportunity to compose a curriculum of **at least 60 ECTS** credits:
 - the student is not yet able to take up a personalised study track spanning a Bachelor's and an ensuing Master's programme (or ensuing preparatory or academic bridging programme) because the student has not yet obtained ECTS credits for all the first-year course units in the standard study track of the Bachelor's programme;
 - there is a question of dependency (cf. Article 41, 10°);
 - the Curriculum Committee has decided that the student may not take up the Master's dissertation yet. Such a decision can only be taken by way of exceptional measure and must be substantiated.
- Any student who is not subjected to binding conditions upon enrolment has the right to take up a total of **72 ECTS**-worth of course units within the study programme, unless prevented by a dependency
- From the second standard study track onwards, a student having scored at least 750/1000 for their first deliberation set of the full-time standard study track can submit a substantiated request to the Curriculum Committee to take up more than 72 ECTS credits

The Faculty of Engineering and Architecture allows that students who are subjected to a **binding condition** take up more than 60 ECTS if the learning capacity coefficient (S) is at least 30 ECTS-credits. If **$S \geq 30$** then the maximum amount of ECTS-credits in the curriculum is **$S+30$ or maximum 72 ECTS**.

Students who are not subjected to a binding condition can take up more than 72 ECTS. If **$S \geq 30$** then the maximum amount of ECTS-credits in the curriculum is **$S+30$** .

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.

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.

- **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 2023-2024, 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'), MOOC OR BIP

Students who want to include a **Summer Course, Summer School, MOOC or BIP** 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, MOOC or BIP** has to meet the following conditions:

- The Summer Course, Summer School, MOOC or BIP is organized by a reputed institute;
- The Summer Course, Summer School, MOOC or BIP corresponds content-wise to the level of a course unit from a master's programme;
- The Summer Course, Summer School, MOOC or BIP 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 [Oasis](#).

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 2023-2024, 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
- For students of engineering technology, Ghent: studietrajectING.ea@UGent.be
- For students of engineering technology, Kortrijk: studietraject.kortrijk@UGent.be

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

Course units with required starting competencies	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
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

Course units with required starting competencies	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
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)

* 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

Course units with required starting competencies	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
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)
Applied Instrumental Analysis (E725021)	Instrumental Analysis (E721042) Spectroscopy (E721041)

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

Course units with required starting competencies	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
Master's Dissertation (E640100)	Bachelor's dissertation (E630710)