

PERSONALISED LEARNING PATH (PLP) REGULATIONS ACADEMIC YEAR 2020-2021

In compliance with the Education and Examination Code 2020-2021 the Curriculum Committee of the faculty of Economics and Business Administration has made the following decisions concerning the personalised learning paths in academic year 2020-2021. These regulations apply to all international degree students who enrol for an English taught master's programme and/or preparatory course.

Contents

1.	DEFINITIONS	2
2.	REQUIREMENTS FOR STUDENTS IN A MASTER'S AND/OR PREPARATORY PROGRAMME	3
2.1	REQUIREMENTS FOR AN IAY-PLP	3
2.2	REQUIREMENTS FOR A COMBI-PLP	3
2.3	REQUIREMENTS FOR A LIMITED-PLP	4
2.4	SEQUENTIALITY AND SIMULTANEITY	4
3.	REQUIREMENTS FOR PLP STUDENTS IN AN ADVANCED MASTER'S PROGRAMME	5
4.	SUBMITTING A PLP APPLICATION	5
5.	CHANGES IN AN APPROVED PLP APPLICATION	6

1. DEFINITIONS

STANDARD LEARNING TRACK YEAR: An academic year in which all courses of a programme's standard learning track are taken. For example: the first standard learning track year of a bachelor's programme is identical to the 1st bachelor.

IAY-PLP: An IAY-PLP is a personalised learning path in which the student takes courses from multiple standard learning track years (e.g. preparatory course and master's programme) without having the opportunity to enter a standard learning track year in the following academic year.

COMBI-PLP: A COMBI-PLP is a personalised learning path in which the student takes courses from multiple standard learning track years (e.g. preparatory course and master's programme) while having the opportunity to enter a standard learning track year in the following academic year.

LIMITED-PLP: A LIMITED-PLP is a specific type of personalised learning path in which the student only takes courses from one standard learning track year, but does not take all 60 ECTS-credits (e.g. because of student athlete status, functional impairment, combination of working and studying, ...).

SIMULTANEITY: Simultaneity between courses means that a certain course cannot be added to the curriculum without adding one (or several) other course(s) simultaneously.

BINDING SEQUENTIALITY: Binding sequentiality means that the student must have acquired a credit for one (or several) course(s) (or must have an exemption or deliberation for it) before the continuation course can be added to the curriculum.

RECOMMENDED SEQUENTIALITY: Recommended sequentiality means that the student is advised to have acquired a credit for one (or several) course(s) before the continuation course is added to the curriculum.

2. REQUIREMENTS FOR STUDENTS IN A MASTER'S AND/OR PREPARATORY PROGRAMME

- Economics
- Business Economics
- Business Engineering
- Preparatory programme for international students

2.1 REQUIREMENTS FOR AN IAY-PLP

When can you choose an IAY-PLP

An IAY-PLP between the preparatory programme and a subsequent master's programme is possible when the student has acquired at least 3 ECTS-credits (or exemptions) in the previous standard learning path year. For example: if the student passed for at least 1 course of the preparatory programme, he can enrol for the master's programme, taking into account the limits mentioned in 2.2.

Students who have not passed all courses in their standard learning path year are not obligated to take a PLP in the following academic year. They can also choose to 'repeat' their standard learning track year, taking only those courses they did not pass in the previous academic year.

Limits IAY-PLP

The maximum size of an IAY-PLP is 66 ECTS-credits. A deviation from the 66 ECTS-credits limit may be permitted in exceptional circumstances. The Curriculum Committee will evaluate this while taking into account the student's motivation and study history.

The faculty does not impose a minimum limit, but advises students to add at least 27 ECTS-credits to their curricula to avoid problems. International degree students are advised to check with the authorities if they apply a minimum limit regarding residence permits, visa,...

IAY-PLP formation

When forming an IAY-PLP a student must first take all courses from the lowest standard learning track year before adding courses from the higher standard learning track year (e.g. students first have to enrol for all courses from the preparatory programme and can then add courses from the master programme).

When forming an IAY-PLP a student must take into account the requirements as described in point 2.4 of these regulations.

2.2 REQUIREMENTS FOR A COMBI-PLP

When can you take a COMBI-PLP

Enrolment in a COMBI-PLP is allowed for all students who can form a curriculum, taking into account the maximum limits and who have the opportunity, in the following academic year, to re-enter a standard learning track or who can graduate as master. All deliberation sets in which these students are enrolled within the programme also need to be complete at that time.

A COMBI-PLP between a preparatory course and a consecutive master's programme is only possible when the student has acquired credits for all courses of the standard learning track year of the preparatory course, or was deliberated or exempt (or with other words: was declared passed for the first deliberation set).

Limits COMBI-PLP

The maximum size of a COMBI-PLP is 72 ECTS-credits. A deviation from this limit may be permitted in exceptional circumstances. The Curriculum Committee will evaluate this while taking into account the student's motivation and study history (see point 9 of these regulations).

Students who apply for a COMBI-PLP who need to take courses from the preparatory programme in combination with their master's courses and who can graduate, are allowed to have a maximum COMBI-PLP size of 80 ECTS-credits. For example, if you are enrolled for Business Economics and you have to subscribe for 20 ECTS in the preparatory course you can add 60 ECTS of the master's programme. If you are enrolled in the 1st year of the master's programme Business Engineering, you can only enrol for 72 ECTS because you cannot yet graduate. If you are enrolled in the 2nd year of the master's programme in Business Engineering, you can take up to 80 ECTS because you could graduate.

The faculty does not impose a minimum limit, but advises students to add at least 27 ECTS-credits to their curricula to avoid problems. International degree students are advised to check with the authorities if they apply a minimum limit regarding residence permits, visa, ...

COMBI-PLP formation

When forming a COMBI-PLP a student must first take all courses from the lowest standard learning track year before adding courses from higher standard learning track years (e.g. students first have to enrol for all courses from the preparatory programme and can then add courses from the master programme).

When forming a COMBI-PLP a student must take into account the requirements as described in point 2.4 of these regulations.

2.3 REQUIREMENTS FOR A LIMITED-PLP

When can you take a LIMITED-PLP

A student is allowed to enrol in a LIMITED-PLP without having to provide a specific reason for it.

Limits LIMITED-PLP

The faculty does not impose a minimum limit, but advises students to add at least 27 ECTS-credits to their curricula to avoid problems. International degree students are advised to check with the authorities if they apply a minimum limit regarding residence permits, visa,...

LIMITED-PLP formation

When forming a LIMITED-PLP a student must take into account the requirements as described in point 2.4 of these regulations.

2.4 SEQUENTIALITY AND SIMULTANEITY

Sequentiality

There is no binding sequentiality within the programmes at our faculty.

However, the Curriculum Committee would like to warn students that recommended sequentiality does apply to certain courses, which means that there are initial competences the student should have acquired before taking a certain course. Therefore, the student should consult the course specifications in the [Ghent University course catalogue](#) when forming a PLP, to check whether a course has certain starting competencies (and thus entails recommended sequentiality).

Simultaneity

Simultaneity does apply to certain courses. An overview of the simultaneity can be found below:

Business Economics

- Accounting in Practice: It is not possible to add "Accounting in Practice" to the curriculum prior to other courses from the preparatory programme and master's programme (except for the master's dissertation).
- Marketing in Practice: It is not possible to add "Marketing in Practice" to the curriculum prior to other courses from the preparatory programme and master's programme (except for the master's dissertation).
- Corporate Finance in Practice: It is not possible to add "Corporate Finance in Practice" to the curriculum prior to other courses from the preparatory programme and master's programme (except for the master's dissertation).
- Master's dissertation: It is not possible to add the master's dissertation to the curriculum prior to other courses from the preparatory programme and master's programme: in other words, the master's dissertation always concludes the master's programme.

Business Engineering

- Master's dissertation: It is not possible to add the master's dissertation to the curriculum prior to other courses from the preparatory course and master's programme: in other words, the master's dissertation always concludes the master's programme.

Economics

- Master's dissertation: It is not possible to add the master's dissertation to the curriculum prior to other courses from the preparatory course and master's programme: in other words, the master's dissertation always concludes the master's programme.

3. REQUIREMENTS FOR STUDENTS IN AN ADVANCED MASTER'S PROGRAMME

Students who apply for a PLP containing courses from both a master's and an advanced master's programme must meet the requirements for a PLP and must also be able to present the Curriculum Committee with written permission from the programme department of the advanced master's programme.

4. SUBMITTING A PLP APPLICATION

Deadlines

The deadline for curriculum submission in academic year 2020-2021 is September 30, 2020. This also applies to submitting a PLP curriculum.

Because of a timeslot-based class approach in the Master Business Economics, students who enrol for the Master's programme or for an elective course from this Master's programme and do not submit their curricula in time will no longer be able to take courses from the first block in the first semester.

Procedure

Before students begin the application process for their PLP they must thoroughly read all information on the faculty website in the menu '[programme information](#)'.

Students must officially apply for their PLP at the Curriculum Committee via [OASIS](#):

- Step 1: enrol for the programme(s).
- Step 2: click on 'edit curriculum EB' and then on 'edit curriculum for the current year', edit your curriculum and submit for approval.

Students will notice the approval of their curriculum in OASIS when the status of their curriculum has been changed from 'proposal' to 'approved'. This can take a few weeks. Students whose curricula pose problems will be notified as soon as

possible through their Ghent University e-mail address. Comments on a rejected curriculum will be mentioned in this email.

Deviations

PLP students who wish to apply for a substantiated deviation, must deliver a motivation email to degree.eb@ugent.be by September 30, 2020 at the latest. This motivation letter must contain at least the following elements: student's name, student number, programme, curriculum proposal, mention of the requested deviation from the PLP regulations (e.g. extent of IAY-PLP limit, deviation from simultaneity requirement, extent of COMBI-PLP limit) and substantiation (reasons why you are applying for a deviation, motivation why you think the exception is feasible).

The Curriculum Committee will only approve deviations from the PLP regulations in exceptional circumstances. The Curriculum Committee will make their decision as soon as possible after receiving the application. The student will be notified through the Ghent University e-mail address.

If the PLP has been rejected, it is possible to submit a new application. Students can appeal the Curriculum Committee's decision according to the procedure and before the deadline described in article 30 §6 of the Education and Examination Code 2020-2021. The appeal will be delivered to the chair of the faculty appeals body: Prof Dr Patrick Van Kenhove (dean's office – Tweekerkenstraat 2, 9000 Ghent).

It is not possible to circumvent a PLP rejection (because of simultaneity, PLP size, ...) by enrolling with a credit contract. The Curriculum Committee is also authorised to approve credit contracts and will not grant permission to take a course in credit contract if this means a circumvention of PLP regulations.

5. CHANGES IN AN APPROVED PLP APPLICATION

An approved PLP application can be changed regarding regulations listed in article 30 §5 of the Education and Examination Code 2020-2021. There are strict deadlines for curriculum changes:

Changes regarding 1st semester courses

Students have to request changes to the curriculum before **November 15, 2020** with the programme coordinator via degree.eb@ugent.be

Exception: students who are enrolled for the Master in Business Economics or for another programme with an elective course from the Master in Business Economics, cannot subscribe or withdraw after **September 30, 2020** for courses from the first block in the first semester, because of the modular structure of these courses. The general deadline applies for modular courses organised in the second block of the first semester.

Changes regarding 2nd semester courses

Students have to request changes to the curriculum before **March 1, 2021** with the programme coordinator via degree.eb@ugent.be

Exception: students who are enrolled for the Master in Business Economics or for another programme with an elective course from the Master in Business Economics, cannot subscribe or withdraw after **February 14, 2021** for the following courses:

- Management control
- Digital marketing
- Advanced corporate finance
- Business and international marketing
- Social media and web analysis
- Topics in advanced corporate finance

The Curriculum Committee reserves the right to express itself on additional requirements at a later date.

July 2020

Prof Dr Ignace De Beelde
Chair of the Curriculum Committee