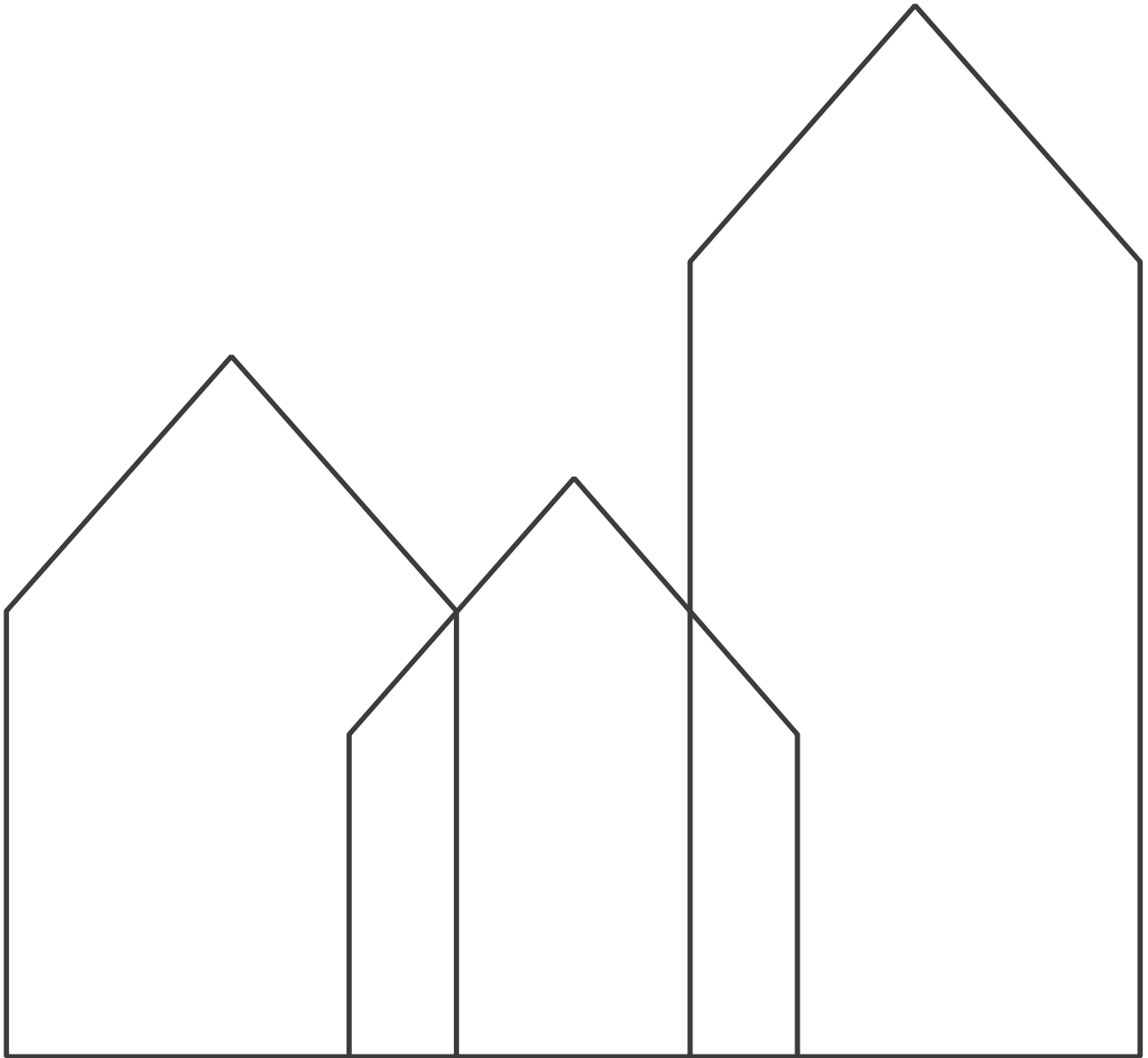


CURRICULUM

Academic Profession Programme in Construction Technology



Valid from 01.02.2020



Contents

1	Introduction	4
2	Programme structure	5
3	National part of the curriculum	7
3.1	Learning outcome objectives	1
4	The programme's three national subject elements	3
4.1	Residential Building (Semester 1)	3
4.2	Building up to 2½ Storeys (Semester 2)	5
4.3	Industry and Prefabrication (Semester 3)	7
4.4	Tests and exams in the national subject elements	8
5	Internship	9
6	Requirements for the final exam project	10
7	Credit transfer rules	10
8	Commencement and transitional agreement	11
9	Institutional part of the curriculum	12
9.1	Elective programme elements (EPCs)	12
9.2	Elective programme element, Semester 3	12
9.3	The elective concludes with one examination. See under Examinations for further details. 13	
9.4	Timetable of programme elements and internship, including examinations	14
9.5	Parts of the programme that may be attended abroad (exchange scheme)	15
9.6	The internship	16
9.6.1	The role of the host company	16
9.7	Examinations	18
9.7.1	Special examination conditions	18
9.7.2	The examinations	18
9.7.3	The induction test	18
9.7.4	Semester 1 evaluation	19
9.7.5	Examination 1	19
9.7.6	Examination 2	19
9.7.7	Examination 3	20
9.7.8	Examination 4	20
9.7.9	The final exam project	21



9.7.10	Guidelines relating to Examination 11 and the final examination.....	21
9.7.11	The Year 1 test	22
9.8	Special circumstances examinations and resits	22
9.8.1	Special circumstances examinations	22
9.8.2	Resits	23
9.9	Cheating, plagiarism and disruptive behaviour at examinations	23
9.9.1	Cheating	23
9.9.2	Plagiarism.....	23
9.9.3	Disruptive behaviour	23
9.9.4	Aggravating circumstances	24
9.10	Complaints and appeals regarding examinations.....	24
9.10.1	Complaints about examination conditions	24
9.10.2	Appeals regarding examination conditions.....	24
9.11	Requirements for projects and written assignments.....	25
9.11.1	Format requirements	25
9.11.2	References and quotations	26
10	Teaching and working formats on the programme	27
10.1	Teaching differentiation guidelines.....	27
10.2	Study activity	27
10.3	Reading foreign-language texts	28
11	Transfer between programmes and between institutions	28
11.1	Transfer between programmes.....	28
12	Leave of absence	29
13	Entry into force and transitional arrangements	30



1 Introduction

The purpose of the curriculum is to:

- translate the overarching legislation into a common curriculum describing the general conditions governing the programmes;
- ensure uniformity across programmes;
- ensure that students have the opportunity to move between different educational institutions with full credit transfer;
- ensure that the curricula bear a common stamp as regards both form and content.

The curriculum is divided into a national part and an institutional part. The national part describes the subject elements common to the Construction Technology programmes wherever in Denmark it is offered. The purpose here is to give the profession a national professional identity. The institutional part contains the descriptors specific to the institution. The institutional part also sets out the regulations applicable only to you as a student on the Construction Technology programme at VIA University College.



2 Programme structure

The Construction Technology programme is of 2 years' duration and is structured around four semesters totalling 120 ECTS credits made up of a number of national subject elements and elective local programme elements, including the internship and the final exam project.

The national subject elements are common to all providing institutions in Denmark, while the elective local programme elements have been defined by the individual institution itself. Further details of these are set out in the national and institutional parts of the curriculum, respectively.

In accordance with the rules for the study programmes, cf. Ministerial Order no. 715 of 7 July 2009 on the professional bachelor programme in Architectural Technology and Construction Management, the Academy Profession Programme in Construction Technology and the Academy Profession Programme in Surveying and Mapping, parts of the discipline-specific contents of the three programmes are common, as illustrated in figure 1.

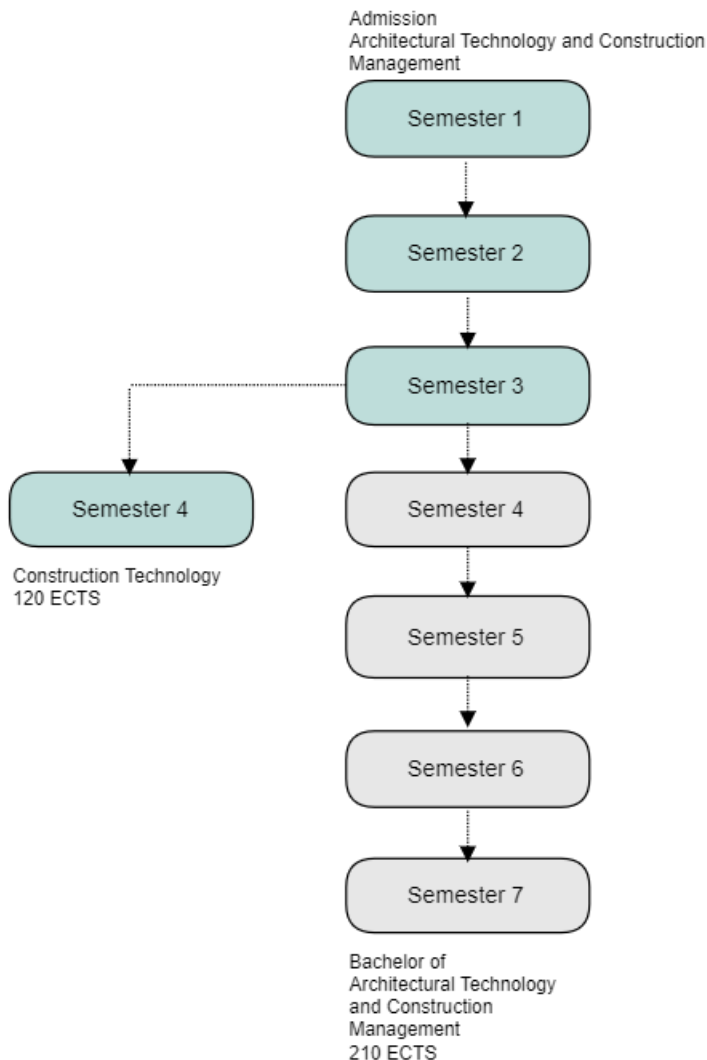


FIGURE 1: PROGRAMME STRUCTURE



The ECTS credit distribution of the national and local programme elements, internship and the final exam project is set out in Figure 2.

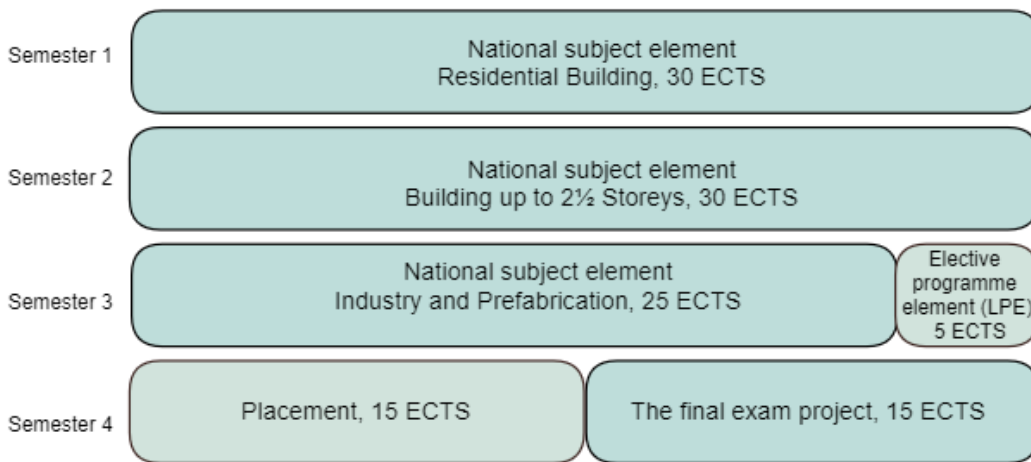


FIGURE 2: NATIONAL AND LOCAL PROGRAMME ELEMENTS ON THE CONSTRUCTION TECHNOLOGY PROGRAMME

As the figure shows, the national subject elements are scheduled in Semesters 1-7, while the local programme elements are introduced from Semester 3. These are detailed and described in the institutional part of this curriculum.

The national subject elements in the first five semesters are discrete courses which, together with the local programme elements, draw on the learning objectives associated with the subject areas of the programme.

The distribution among subject areas and subject elements, and the expected student workload, can be seen and read off from table 1, below.

Semester	National and local subject components	Programme components arranged within the subject areas of the programme				Placement	AP-Project	ECTS credits
		Organization and Business Understanding	Communication and Collaboration	Production	Structural Design			
1.	Residential Building		10	5	15			30
2.	Building up to 2,5 Storeys	5	5	10	10			30
3.	Industry and Prefabrication	5	5	10	5			25
3.	EPC (Elective programme component)				5			5
4.	Placement					15		15
4.	AP Project (the final exam project)						15	15
ECTS credits		10	20	25	35	15	15	120
National subject components		2	4	5	6			
Local subject components		0	0	0	1			
Total, national/local areas		2	4	5	7	3	3	24

TABLE 1: ECTS RATING OF NATIONAL AND LOCAL PROGRAMME ELEMENTS BROKEN DOWN BY SUBJECT AREA

The national subject s in the first five semesters are discrete courses. The local programme elements draw on the learning objectives of, and carry ECTS credits from, the programme subject areas (160 credits), as shown in Table 1. In addition, learning objectives and ECTS credits are set for the programme’s internship (30 credits) and Bachelor’s project (20 credits).



3 National part of the curriculum

This national part of the curriculum for the study programme AP Graduate in Construction Technology was issued in accordance with clause 18, sub-clause 1 in the Ministerial Order on Technical and Mercantile Academy Profession Programmes and Professional Bachelor Programmes (Danish title: Bekendtgørelsen om tekniske og merkantile erhvervsakademiuddannelser og professionsbacheloruddannelser). This curriculum is supplemented by the institutional part of the curriculum, adopted by the individual institution offering the study programme.

It was prepared by the academic network for the programme Bachelor in Architectural Technology and Construction Management and the academy profession programme for the AP Graduate in Construction Technology and approved by the board of all providers – or by the President as per authorisation – and after a hearing of the institutions' committees and the censorship presidency of the programme.



3.1 Learning outcome objectives

Knowledge

The AP Graduate in Construction Technology will gain:

- Knowledge and understanding of the principles, theories, and methods applied in the profession as regards project design, planning, completion as well as operation and maintenance of building and construction projects.
- Knowledge of concepts and methods relevant for the profession as well as methods for the communication of building-technical issues, including use of digital media and tools within the profession.
- Knowledge of the principles and models applied by the industry for the establishment, operation, and organisation of a business.
- Knowledge of societal and technological conditions that have an impact on the construction process, including issues within the areas of energy, working environment, and sustainability from a local and global perspective.
- Knowledge of social, linguistic, cultural, and ethical aspects related to the planning of and cooperation on construction projects.

Skills

The AP Graduate in Construction Technology will be able to:

- Apply methods relevant for the profession with regard to project design, planning, and completion of building and construction projects, including relevant digital tools, standards, and systems.
- Assess technological, organisational, and societal factors in connection with the construction planning, including aspects as regards energy, working environment, and sustainability.
- Assess practice-oriented, company-related, and organisational issues.
- Communicate practice-oriented issues and create options for business partners and users.
- Assess social, cultural, and ethical contexts in the development of minor complex construction projects.

Competencies

The AP Graduate in Construction Technology will be able to:

- Participate in the planning, project design, completion, and management of building and/or construction projects in cooperation with other professionals, including parties with different educational, linguistic, and cultural backgrounds.
- Participate in the communication between the parties involved in the construction project about the project design, tendering, and completion of building and construction projects as well as to participate in a professional and cross-disciplinary cooperation with a professional approach.
- Acquire theoretical and experience-based construction technical knowledge to solve practice-oriented problems.



- Manage sustainable, social, cultural, and ethical conditions as regards the design and processing of building and/or construction projects.
- Acquire new knowledge, skills, and competencies as regards the profession, in a structured context.



4 The programme's three national subject elements

4.1 Residential Building (Semester 1)

Content

The national subject element is completed by a cross-disciplinary project based on a specific, minor residential construction project.

The subject element comprises 30 ECTS and includes the following subject areas:

- Communication and cooperation (10 ECTS)
- Production (5 ECTS)
- Project planning (15 ECTS)

Learning objectives for Residential Building

Knowledge

In relation to the national subject element *Residential construction* the student must:

- Be able to understand the basic building-technical disciplines of the profession and the associated relevant documentation.
- Be able to understand basic methods for project planning and completion, including understanding of materials, construction principles, social, environmental, and financial aspects.
- Have knowledge of common communication methods, analogue and digital tools and standards.
- Have knowledge of the parties of the industry, professional areas, and insight into the construction process.
- Have knowledge of basic, applied mathematical and structural principles, including technical installations and statics.
- Have knowledge of methods for information search in connection with project planning tasks.
- Have knowledge of principles and tools applied within land surveying, staking, and registration in relation to the building and construction area.

Skills

In relation to the national subject element *Residential construction* the student will be able to:

- Apply methods and tools to collect and analyse information at a basic level.
- Apply project planning methods and tools as well as to apply methods for the coordination of the construction process.
- Apply methods and tools for land surveying and staking projects.
- Apply methods and tools for the organisation and planning of professional cooperation.
- Communicate practice-oriented and professional issues to relevant business partners.
- Assess practice-oriented and theoretical issues as well as to substantiate and choose relevant solutions.



Competencies

In relation to the national subject element *Residential construction* the student will be able to:

- Manage construction solutions and documentation at a basic level.
- Manage the connection between different building-technical issues.
- Participate in a professional and cross-disciplinary cooperation in study-related contexts.
- Address its own learning needs in a structured context.

Scope of ECTS

The national subject element *Residential construction* counts for 30 ECTS credits.



4.2 Building up to 2½ Storeys (Semester 2)

The national subject element is completed by a cross-disciplinary project based on a specific construction not exceeding 2½ floors.

The subject element comprises 30 ECTS and includes the following subject areas:

- Company (5 ECTS)
- Communication and cooperation (5 ECTS)
- Production (10 ECTS)
- Project planning (10 ECTS)

Learning objectives for Building up to 2½ Storeys:

Knowledge

In respect of the *Building up to 2½ Storeys* national subject element, the student must:

- Be able to understand and reflect on common constructions and building-technical principles, including statics and technical installations.
- Have knowledge of common communication methods, analogue and digital tools and standards.
- Have knowledge of building information models (BIMs) in connection with project planning and production.
- Have knowledge of theories, methods, and tools for financial management of the construction during the project planning stage.
- Be able to understand and reflect on common methods for planning, project design, and completion as well as work methodology during the construction process.
- Have knowledge of basic social, environmental, and financial aspects in connection with project planning and production.
- Have knowledge of laws, principles, and methods within companies, entrepreneurship, legal rules, and contractual matters.

Skills

In respect of the *Building up to 2½ Storeys* national subject element, the student shall be able to:

- Apply methods and tools for the collection and analysis of information.
- Apply methods and tools for quality assurance and financial management as regards project planning and production.
- Apply methods, tools and standards, including the use of digital building information models (BIMs).
- Assess theoretical and practice-oriented issues in the project planning and production of minor constructions and substantiate the chosen actions and solutions.
- Assess and choose tendering, contractual and organisational forms at a basic level.
- Communicate practice-oriented and professional issues and solutions to business partners and users.



Competencies

In respect of the *Building up to 2½ Storeys* national subject element, the student must be able to:

- Manage analyses of relevant building-technical issues and the associated solutions.
- Manage the project planning and account for the principles in the completion.
- Independently participate in the cooperation with other professionals as regards digital project planning.
- Identify its own learning needs based on the knowledge, skills, and competencies acquired during the semester.

ECTS rating

The *Building up to 2½ Storeys* national subject element counts for 30 ECTS credits.



4.3 Industry and Prefabrication (Semester 3)

The national subject element is completed by a cross-disciplinary project based on the project planning of industrialised elements applied in a specific construction.

The subject element comprises 25 ECTS and includes the following subject areas:

- Company (5 ECTS)
- Communication and cooperation (5 ECTS)
- Production (5 ECTS)
- Project planning (10 ECTS)

Learning objectives for Industry and Prefabrication

Knowledge

In relation to the national subject element *Industry and prefabrication* the student must:

- Be able to understand and reflect on common constructions and building-technical principles, including statics and technical installations.
- Be able to understand and reflect on prefabricated methods for production and completion during the construction process, including planning and management tools.
- Be able to understand and reflect on forms of organisations, cooperation, and management in connection with the project planning and production.
- Have knowledge of social, environmental, financial, and technological aspects in the project planning and production process.
- Have knowledge of basic principles, theories, and methods for the establishment and operation of a business.

Skills

In relation to the national subject element, *Industry and prefabrication* the student must be able to:

- Apply methods and tools for collection and analysis of information.
- Apply project planning and production-technical methods in relation to the construction process for prefabricated construction.
- Apply digital building information models (BIMs) as well as to transfer and extract data between different digital platforms and information systems.
- Assess and analyse theoretical and practice-oriented issues in a prefabricated construction as well as to substantiate the chosen actions and solutions.
- Assess basic contracts and forms as well as to coordinate the enterprise and tendering form.
- Communicate practice-oriented, professional issues and solutions to Danish- and English-speaking business partners and users.



Competencies

In relation to the national subject element, *Industry and prefabrication* the student must be able to:

- Manage documented analysis of relevant building-technical issues.
- Manage construction solutions to optimise the production, in consideration of social, environmental, and financial aspects.
- Manage the handover of digital project and documentation materials as a basis for digital tendering.
- Independently participate in a professional and cross-disciplinary cooperation on the preparation of project materials.
- Participate in a cooperation on the management of construction and building projects.
- Identify its own learning needs and acquire knowledge, skills, and competencies.

Scope of ECTS

The national subject element *Industry and prefabrication* counts for 25 ECTS credits.

4.4 Tests and exams in the national subject elements

The national subject elements during the 1st year of studies count for 60 ECTS credits, all included in the first year test.

Moreover, there is one test in the national subject element in the 3rd semester plus one more test in the final exam project (4th semester). For tests during the internship (4th semester), please see section 3.

For a total overview of all tests during the study programme, we refer to the institutional part of the curriculum as the national subject elements described in this curriculum may be tested together with subject elements stipulated in the institutional part of the curriculum.



5 Internship

Learning objectives for the internship during the study programme

Knowledge

The student will gain:

- Knowledge of and be able to reflect on the practical work of the profession in the company in question.
- Knowledge of and reflect on the organisational, financial, administrative, and social- and work-related conditions in the company in question.

Skills

The student must be able to:

- Apply core areas of the study programme when working with theoretical and practical tasks in the company in question.
- Apply essential methods and tools of the subject area as regards the relevant profession.
- Assess practice-oriented issues during the internship as well as to create and choose solutions.
- Communicate practice-oriented issues and solutions as regards the place of internship and stakeholders.

Competencies

The student must be able to:

- Manage issues in work contexts for practice-oriented solutions in the company in question.
- Participate in a professional and cross-disciplinary cooperation with a professional approach.
- Acquire new knowledge, skills, and competencies in relation to the profession in a structured context.

Scope of ECTS

The internship counts for 15 ECTS credits.

Tests and exams

The internship is completed by one test.



6 Requirements for the final exam project

The learning objectives for the final exam project are identical to the learning objectives of the study programme, as described above under section 1.

The final exam project must document the student's understanding of and ability to reflect on the practice of the profession and applied theories and methods as regards a practice-oriented issue. The issue must be essential for the study programme and the profession and formulated by the student, possibly in collaboration with a private or public company. The institution must approve the issue.

The final project exam

The final exam project completes the study programme in the last semester when all previous tests have been passed. Basically, we refer to the current Ministerial Order on Exams in Professionally Oriented Higher Education Programmes (Danish title: Bekendtgørelse om prøver i erhvervsrettede videregående uddannelser) and to the institutional part of the curriculum.

Scope of ECTS

The final exam project counts for 15 ECTS credits.

Exam form

The test is held as an oral and written test with external censorship. A total individual grade is given according to the 7-point grading scale for the written project and the oral presentation.

Moreover, reference is made to the institutional part of the curriculum for further requirements specifications.

7 Credit transfer rules

Passed academic elements are equivalent to the corresponding academic elements at other educational institutions offering the study programme.

The student is obliged to inform of any completed academic elements from another Danish or foreign higher education programme and occupation that can be considered as credit-awarding.

In each individual case, the educational institution must approve the awarding of credits on the basis of completed academic elements and occupation that meet the requirements as regards subjects, programme and internship parts.

The decision is based on a professional evaluation.

With the preliminary approval of a study visit in Denmark or abroad, the student must – after the completion of the study visit – document the academic elements completed during the approved study visit.

In connection with the preliminary approval, the student must give the institution its consent to collect necessary information after the completion of the study visit.

With the approval in accordance with the rules stated above, the academic element is considered as completed if it was passed in accordance with the rules for the study programme in question.



8 Commencement and transitional agreement

All students enrolled will be transferred to this curriculum on 1 February 2020.

At the same time, the previous curriculum is cancelled.



9 Institutional part of the curriculum

The institutional part comprises the regulations applicable specifically to the Academic Profession Programme in Construction Technology at VIA University College. These regulations are laid down by VIA University College. Any provision of the programme at VIA University College shall be subject to the regulations in this curriculum

The local programme elements described as elective programme elements (EPCs) are organized by the institution in the light of local and regional needs. The local programme elements provide the student with considerable scope to shape his or her professional profile.

9.1 Elective programme elements (EPCs)

As part of the Construction Technology programme, the student must complete one elective programme element, which form part of the overall provision of local programme elements. When in the programme the elective programme element is taken can be seen in Figure 2 in the 'Programme Structure' section.

The elective programme element on the Construction Technology programme is described in the following section.

9.2 Elective programme element, Semester 3

The student must bring to the elective programme element his or her knowledge, skills and competencies based on the subject areas of the programme.

Content

In this elective, the student will work partly within his or her own programme and partly with students from other programmes.

By taking part in creative, innovative and entrepreneurial processes, the student must find a solution to a specific interprofessional challenge formulated by the programme team in collaboration with one or more external parties. The student will be presented with the challenges and choose from among them. Students will be divided into groups according to their chosen challenge.

The work must culminate in a set of project documentation and a learning reflection one standard page in length.

Learning objectives

Knowledge

The student shall possess knowledge of, and be able to understand:

- selected areas of the duties, expertise and responsibilities of the student's own and other professions;
- key elements of interprofessional expertise;
- key concepts in creativity, innovation and entrepreneurship.

Skills

The student shall be able to:

- apply his or her professional knowledge in innovative processes;
- evaluate special challenges and options in interprofessional collaboration;
- communicate innovative processes in interprofessional settings.



Competencies

The student shall be competent to:

- identify, analyse and manage a specific topic in an interprofessional assignment, in collaboration with others;
- identify his or her own learning needs;

ECTS rating

The elective comprises 5 ECTS credits.

Examinations

9.3 The elective concludes with one examination. See under Examinations for further details.

Successfully completed programme elements are equivalent to the corresponding programme elements at another educational institution offering the programme in Denmark.

The duty of disclosure and the regulations on automatic application for credit for programme elements completed and/or passed at at least the same level (compulsory credit transfer), as laid down in the Executive Order on Admission and the Executive Order on Academy Profession and Professional Bachelor's Degree Programmes, apply accordingly to elective and local programme elements on the Academic Profession degree of Construction Technology.

Credit will be awarded for elective and local programme elements following a professional assessment as to whether the programme attended is comparable in terms of content and level with one or more elective or local programme elements.

The credit transfer application must be submitted to the student advisor for the programme no later than 14 days prior to the beginning of the programme element.

The application must state the following:

- Full name of applicant;
- applicant's CPR (social security) number;
- the programme element for which credit is sought;
- evidence that the applicant has gained knowledge, skills and competencies equivalent to the content of the programme element.



9.4 Timetable of programme elements and internship, including examinations

The Academic Profession Degree in Construction Technology is organized as an ordinary full-time higher education programme. For students completing the programme without an individually arranged pathway, the programme, including examinations, will progress as shown in the figure below.

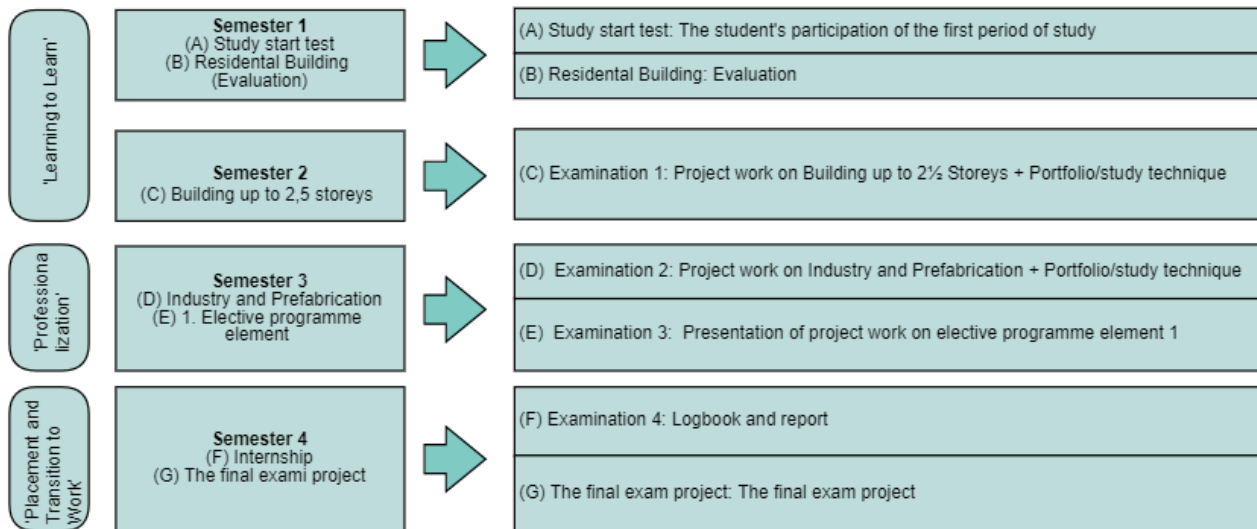


FIGURE 3: TIMETABLE OF PROGRAMME ELEMENTS AND EXAMINATIONS SHOWING PEDAGOGICAL LEARNING ENVIRONMENTS

The focus in the early semesters is on the student's learning to study in a higher education setting while also acquiring professional knowledge. This segment concludes with the Year 1 test, which is also a compulsory-pass test. In the following semesters, the student works in increasingly complex contexts on honing his/her professional profile, while the final semesters revolve around the internship and the transition to work.



9.5 Parts of the programme that may be attended abroad (exchange scheme)

The following semesters may be attended abroad on application to and by agreement with the Construction Technology programme, VIA University College:

- Semester 3
- Semester 4

Applications to attend programme elements abroad must be lodged through VIA's online registration system, MoveOn, twice a year, by 20 March or 20 September as the case may be.

The applicant must use the appropriate application form (available on Studienet) to provide:

- personal details;
- emergency contact details;
- educational background and desired stay;
- language skills;
- special requirements.

The applicant must also upload a transcript of records in English, a copy of his/her passport or other picture ID, a copy of the blue health insurance certificate, language test certificate (if any), covering letter (if any) and CV (if any).

By default, the student must have attained a mark of at least 7 in the preceding semester in order to be approved for an exchange visit. Should a student wish to go on exchange for more than one semester, this must be approved by the Programme Director on the basis of an individual application.

Applications to go on internship abroad must be lodged through VIA's online registration system, Praktikportalen (the internship Portal), no later than the end of Teaching Week 16 of the semester preceding the internship.

The application must supply the following details:

- the company (name, address, postcode, city, email address, telephone number, country);
- the specific internship (address, city, postcode, start and end dates, personal learning objectives);
- the contact person/internship supervisor at the company (first name, surname, email address).



9.6 The internship

On the basis of the semester learning objectives, the internship student draws up his or her own learning objectives and clarifies them in collaboration with the internship venue and the educational institution.

The internship student is responsible for:

- establishing contact with the host company and concluding a internship agreement well in advance of the internship period (this includes formulating specific learning objectives);
- drawing up a internship learning plan in collaboration with the host company;
- keeping a logbook of his or her internship;
- preparing a internship report.

The Construction Technology programme team can assist the internship student with the above.

The logbook has to entail a short description of the theoretical and practical work assignments which the internship student has solved in each week either independently or in collaboration with others, and a short reflection of achieved learning by solving the respective assignments during the internship.

The report has to entail reflections upon whether the education has resulted in the internship student achieving the necessary competencies to handle the specific assignments and whether the intern has reached his/her personal learning objectives during the internship. Furthermore, the student has to inform about his/her choice of topic for the final exam project.

Attendance is compulsory throughout the internship.

It is a prerequisite for final assessment of the internship, that student have participated in at the entire internship, not including periods of illness etc.. That is, that the intern in a total has 10 weeks in an internship corresponding to 15 ECTS.

If an Internship is terminated before its completion and if the student does not meet the required objectives at that time, the student must complete the Internship at another institution/company. If this is not possible at that particular point in time, the internship is not evaluated and the student has to extend his/her education with a new Internship. This may mean that the student is not entitled to SU during the entire education.

9.6.1 The role of the host company

It is the responsibility of the host company to ensure that the requisite conditions are met to enable an internship student to meet the learning objectives described in the Internship contract.

The host company is expected to:

- be familiar with the programme and the duties of a student in the Construction Technology programme
- be an environment relevant to construction technology;
- offer the trainee the requisite coaching, guidance and feedback;
- have an owner and/or personnel with professionally relevant competencies
- conclude with the student a written Internship agreement describing the learning objectives;
- draw up a learning plan in collaboration with the trainee;
- ensure that the trainee is subject to the same working environment, insurance and health and safety conditions as apply to the company's other employees;
- appoint a person to be the trainee's Internship supervisor, who will take part in the written evaluation of the Internship for programme quality assurance and quality development purposes.



The host company must ensure that an internship student works to fulfil the internship goals in an appropriate manner. The host company may, in collaboration with a member of the programme teaching staff at the University College, make contact with an internship student who in the opinion of the host company will be unable to meet the Internship goals or is not working appropriately to meet those goals, with a view to providing guidance to the student.

It is not the job of the internship host company to assess whether a trainee will be suited to working as within the field of Construction Technology after graduation.

The host company undertakes not to terminate a student's internship at the institution without first approaching the Construction Technology programme team at VIA University College to resolve a conflict or an issue arising between the student and the internship host.



9.7 Examinations

Examinations on the Construction Technology programme are held in Danish or in English by agreement between the student and the programme. In the final exam project, the student's spelling and powers of expression will be taken into account as a minor part of the marking.

9.7.1 Special examination conditions

Where students have a need for special examination conditions for reasons of health, language difficulties or similar, the Construction Technology programme will offer these conditions in order to ensure equality between these students and those who do not need special examination conditions.

Special examination conditions will be offered to each student individually on application and on the basis of a specific assessment as to whether, and to what extent, the special conditions are needed. Special examination conditions must ensure only that the students concerned have the same opportunity to complete the examination satisfactorily as those without a need for special conditions. The provision of special examination conditions must not affect the examination standard or attainment requirements.

Applications for special examination conditions must be submitted to the student advisor for the programme no later than one month prior to the examination.

The application must state:

- the applicant's full name;
- the applicant's student number;
- the examination at which special conditions are being requested and the nature of those conditions;
- why special examination conditions are required.

9.7.2 The examinations

Examinations on the Construction Technology programme are linked to the learning objectives for one or more programme elements. The element (s) associated with the examinations are set out in Figure 3 in Section 3.4.

Embarking on a programme element associated with one or more examinations also constitutes automatic enrolment on the associated examination(s). Enrolment (including automatic enrolment) on an examination also consumes one examination attempt. In accordance with the Executive Order on Examinations, it is not possible to disenrol from an examination in cases other than those covered by Section 7 of the Executive Order.

9.7.3 The induction test

The Construction Technology programme includes an induction test held within 2 months of commencement of study.

The induction test takes the form of a written examination on the academic content of the initial study period and an oral examination focusing on motivation. The motivation interview may include evidence from spot checks on attendance, participation, submission of work and teacher observations (details to be advised). The test will be awarded a combined pass/fail mark without the participation of examiners.

The purpose of the test is to show whether you, the student, have truly embarked on the programme.

It is also important to the Construction Technology programme that the induction test helps newly enrolled students get their studies off to a good start.

Resits are held as per the original test after a brief interval.



Resits take place within 3 months of commencement of study. The induction test is not covered by the regulations on complaints about examinations, whether in this curriculum or in the Executive Order on Examinations on Vocational Higher Education Programmes.

Should a student not have passed the induction test after two attempts (test and resit), he or she will be disenrolled from the programme in accordance with the regulations in the Executive Order on Admission to Academy Profession and Professional Bachelor's Degree Programmes.

Parts of the assessment basis of the induction test may be used in calculating student numbers at the start of the academic year.

9.7.4 Semester 1 evaluation

An internal evaluation is carried out at the end of Semester 1. At the evaluation, groups of students must give a digital/oral presentation of the key parts of their work on the semester project. The presentation will subsequently be evaluated by the teaching staff, who will also give advice as to how students can focus their efforts from this point on in order to prepare for Examination 1, which is taken in Semester 2. No mark is awarded in the evaluation.

9.7.5 Examination 1

This examination tests the learning objectives of the Residential Building and Building up to 2½ Storeys national subject elements.

The examinable material consists of the Building up to 2½ Storeys project work and the Portfolio. It is a pre-requisite for sitting the examination that the examinable material has been submitted within the deadline. Format requirements are described later.

It is also a pre-requisite for sitting the examination that study activity requirements and any attendance requirement have been met; see the section on Study Activity for more on this.

The examination takes the form of a group oral exam in which students give a digital/oral presentation of key parts of their work on the semester project. The examination is marked individually according to the following criteria:

- method and working process (knowledge, skill, competence);
- technical solutions and documentation (knowledge, skill, competence);
- oral presentation and defence (knowledge, skill, competence);

The examination is marked on the 7-point scale with an external examiner participating.

Resits are taken individually, but otherwise as per the examination, after a brief interval to allow the student to improve the examinable material.

9.7.6 Examination 2

This examination tests the learning objectives of the Industry and Prefabrication national subject element.

The examinable material consists of the Industry and Prefabrication project work and the Portfolio. It is a pre-requisite for sitting the examination that the examinable material has been submitted within the deadline. Format requirements are described later.



It is also a pre-requisite for sitting the examination that study activity requirements and any attendance requirement have been met; see the section on Study Activity for more on this.

The examination takes the form of a group oral exam in which students present the semester's theme project. The examination is marked individually, taking into account both the student's contribution to the group and his or her independent part of the project. The following assessment criteria are used:

- method and working process (knowledge, skill, competence);
- technical solutions and documentation (knowledge, skill, competence);
- oral presentation and defence (knowledge, skill, competence);

Substantial parts of the project must be presented digitally/orally, followed by oral evaluation by teaching staff.

The examination is marked on the 7-point scale without an external examiner/second assessor participating.

Resits are taken individually, but otherwise as per the examination, after a brief interval to allow the student to improve the examinable material.

9.7.7 Examination 3

This examination assesses the learning objectives for Elective 1.

The examinable material consists of a presentation of, and the project work on, elective programme element No. 1, plus a learning reflection one standard page in length. It is a pre-requisite of assessment that the examinable material has been submitted within the deadline. Format requirements are described later.

It is also a pre-requisite for sitting the examination that study activity requirements and any attendance requirement have been met; see the section on Study Activity for more on this.

The examination takes the form of a group oral exam. The examination is individually marked.

The exam is marked on the 7-point scale with no external examiner/second assessor participating.

Resits are taken individually, but otherwise as per the examination, after a brief interval to allow the student to improve the examinable material.

9.7.8 Examination 4

The exam is assessed according to the learning objectives in the internship.

The basis for the exam is a logbook and a report developed based on the internship. It is a prerequisite for participating in the exam that the basis for the exam has been submitted within the deadline. Current formal standards are described later.

The parts of the exam have the following weight in the total grade for the exam:

- Logbook: 40 %
- Report: 60 %

The exam is a written individual exam. The exam is assessed individually.



The exam is assessed with a mark according to the 7-step scale without participation of an external examiner. Re-exam is carried out individually but otherwise at the exam, after a short period where the student has an opportunity for improving the basis for the exam.

9.7.9 The final exam project

The entirety of the programme's learning objectives are assessed in this exam. The basis for the exam is the final exam project. It is a prerequisite for participating in the exam that the basis for the exam has been submitted within the deadline and that the project adheres to all standards and criteria as listed in the respective section. Applicable formal standards are described later.

All other exams in the programme, including any exams in the programme's internship, must be passed before a student can participate in the final bachelor exam. The exam is an oral individual exam. The exam is assessed individually. Essential parts of the project have to be presented digitally.

The exam is assessed with a mark according to the 7-step scale and with the participation of an external examiner.

Re-exam is carried out individually but otherwise at the exam, after a short period where the student has an opportunity for improving the basis for the exam.

9.7.10 Guidelines relating to Examination 11 and the final examination

The student will be entered for the examination by default at the beginning of the semester if all previous semesters have been completed in accordance with the regulations of the institution. The student must, however, show evidence of his or her study activity through study group attendance and contact with supervisors. Should the two compulsory project evaluations or the student's poor study group participation cause the supervisors to have doubts about the student's study activity, the student may be summoned to a meeting at which he/she must present his/her project.

It is important for all concerned that examinations are conducted as frictionlessly as possible. Your attention is therefore drawn to the following points:

What is the consequence of not sitting an examination owing to documented sickness or maternity?

- The student has not used up his/her first attempt.
- The student will be automatically enrolled on a resit/special circumstances examination on the same project.

What is the consequence of failure to attend an examination?

- The student has used up one attempt.
- The student will be automatically entered for a second attempt (resit) on the same project.

What is the consequence of being excluded from an examination?

- The student has used up one attempt.
- The student does not have the option of undertaking a second attempt (resit) on the same project, and it is therefore not realistically possible from a time point of view to complete a new project for a resit/special circumstances examination.

The student has used up one attempt.

- The student will automatically be entered for a second attempt (resit) on the same project.



- In accordance with Section 18 of the Executive Order on Examinations, the student may take the same test/examination no more than three times. In very special cases, however, the institution may permit a fourth examination attempt if there are exceptional circumstances.

If the student has not passed an examination or their project has not been approved, he/she has several options and/or obligations:

- Should the student not understand the reason for their mark, he/she may request an interview with the supervisors.
This must be done immediately after the supervisors have finished examining the class.
- Should the student wish to make a formal complaint, this must be addressed to the programme management. See also the Executive Order on Examinations for information on complaints about examinations.

Special considerations regarding submission of electives:

- Should the student fall sick or be otherwise prevented through no fault of their own from submitting the elective on time, the student must contact their supervisor. The supervisor and the programme management will then decide whether the elective can be submitted at a later date and whether a special circumstances exam is possible. A doctor's note must be produced as evidence of illness.

9.7.11 The Year 1 test

Examination 1 must be passed before the end of the student's second academic year. Should the examination be passed at resit within 2 years, the examination will be regarded as passed in good time, and the student can continue the programme in accordance with the progression outlined under 'Timetable of programme elements and internship'.

The regulation in Section 6, Article 3 of the Executive Order on Examinations cannot be waived by reference to the requirement that a student must pass the Year 1 test before the end of the student's second academic year.

Examination 1, which constitutes the Year 1 test, must be passed before a student may apply for transfer to another institution or programme, or for leave of absence for a reason other than sickness, maternity, adoption or military service.

9.8 Special circumstances examinations and resits

9.8.1 Special circumstances examinations

For students who are excused participation in a regular examination owing to documented illness or other, similar circumstances in accordance with Section 7 of the Executive Order on Examinations, a new examination will be conducted as soon as possible after the regular examination. Evidence of illness, in the form of a doctor's note, must be forwarded to Student Administration no more than 5 working days after the regular examination takes place.

The student will automatically be enrolled on the new examination.

In special cases, a special circumstances examination will be arranged at the next regular examination in the programme element. However, this does not apply to special circumstances sittings of the final examination, which are always arranged in the same examination session.



The student will be informed of the time and place of the special circumstances examination as soon as possible after the regular examination takes place.

9.8.2 Resits

For students who fail an examination, a resit is held as soon as possible. Should a special circumstances examination be held, this examination is to be considered as the next available attempt for those students who have failed the regular examination. Students will automatically be enrolled on the new examination.

In special cases, the resit will be arranged at the next regular examination in the programme element. However, this does not apply to resits of the final examination, which are always arranged in the same examination session.

The student will be informed of the time and place of the resit as soon as possible after the regular examination takes place.

9.9 Cheating, plagiarism and disruptive behaviour at examinations

9.9.1 Cheating

In accordance with Section 20 of the Executive Order on Examinations, examination cheating is considered to occur when, during an examination, a student obtains or gives to another student improper help in answering the examination, or makes use of non-permitted aids.

Should Construction Technology staff become aware of an instance of cheating during an ongoing examination, the student concerned will be excluded from the examination. Should the matter be confirmed, the student will have used up an examination attempt.

Where the examination has been marked before it can be confirmed that cheating has taken place, the marking will become void should the cheating be confirmed.

In exceptional cases, the Construction Technology programme may disregard matters regarded as cheating, provided that the improper help did not or could not affect the marking.

9.9.2 Plagiarism

Plagiarism means that a student at an examination has passed off another person's work as their own, or used their own previously marked work without properly referencing the source.

Should the Construction Technology staff become aware of an instance of plagiarism during an ongoing examination, the student concerned will be excluded from the examination. Should the matter be confirmed, the student will have used up an examination attempt.

Where the examination has been marked before it can be confirmed that plagiarism has taken place, the marking will become void should the cheating be confirmed.

In exceptional cases, the Construction Technology programme may disregard matters regarded as plagiarism, provided that the plagiarized material did not or could not affect the marking.

9.9.3 Disruptive behaviour

Where a student exhibits disruptive behaviour during an examination, Construction Technology programme staff may exclude the student from the examination. In less serious cases, however, programme staff will issue a warning first.

Should a student be excluded from an examination on grounds of disruptive behaviour, the student will be considered to have used up an examination attempt.



9.9.4 Aggravating circumstances

Where examination cheating, plagiarism or disruptive behaviour occurs in aggravating circumstances, the student may be excluded from the Construction Technology programme for a period of time. In the event of temporary exclusion, a written warning that a repetition may lead to permanent exclusion and disenrolment from the Construction Technology programme will be issued at the same time.

9.10 Complaints and appeals regarding examinations

9.10.1 Complaints about examination conditions

A student may make a complaint about conditions at an examination. The complaint must be in writing and must be substantiated; it must be submitted to the Construction Technology office no more than 2 weeks after the student is informed of the examination results.

A complaint about examination conditions may concern:

- the examinable material;
- the conduct of the examination;
- marking.

The Construction Technology office will immediately forward a complaint to the assessors, who have 2 weeks in which to comment on the case. The assessors must comment on the specific academic issues raised in the complaint. Once the programme office has received the assessors' comments, it will forward the comments to the student concerned in the case. The student then has 1 week to comment on the assessors' remarks.

The Construction Technology programme, represented by the programme leader, will then adjudicate on the case. The adjudication must be in writing and must include reasons and complaint procedure guidance. An adjudication may have one of the following outcomes:

- the offer of another assessment (reassessment) (applicable only to written examinations);
- the offer of another examination (resit);
- not upheld.

The adjudication of a complaint about examination conditions may result in the student's complaint being rejected only if the assessors are unanimous on this.

The Construction Technology programme office will immediately inform the student and the assessors of the finding. Where the adjudication includes the offer of a reassessment or resit, the offer must be accepted within 2 weeks of the student being informed of the adjudication. The reassessment or resit must take place as soon as possible.

A reassessment or resit may result in a lower mark than was awarded in the original assessment or examination. New assessors are to be appointed for both reassessments and resits. In the event of reassessment, the new assessors are to be provided with the case documents and must attach a written explanation of the outcome to their new assessment.

9.10.2 Appeals regarding examination conditions

A student may bring the Construction Technology programme's adjudication of a complaint about examination conditions before an Appeals Committee, which will be convened by the programme team. The appeal must be in writing and must be substantiated; it must be received by the Construction Technology no more than 2 weeks after the student is informed of the complaint adjudication.



The Construction Technology Appeals Committee is convened on a case-by-case basis. The Committee consists of two appointed examiners, one examination-qualified member of teaching staff and one student. All Appeals Committee members must have a connection with the subject area of the Construction Technology programme

The Appeals Committee will base its adjudication on the documentation that was available when the Construction Technology programme team reached its decision on the complaint, and on the arguments advanced in the student's appeal. The Appeals Committee's adjudication may provide for one of the following:

- the offer of another assessment (reassessment) (applicable only to written examinations);
- the offer of another examination (resit);
- not upheld.

The appeal adjudication will be sent as soon as possible to the Construction Technology team, who will forward it to the student.

Where the adjudication includes the offer of a reassessment or resit, the offer must be accepted within 2 weeks of the student being informed of the adjudication. The reassessment or resit must take place as soon as possible.

A reassessment or resit may result in a lower mark. New assessors are to be appointed for both reassessments and resits. In the event of reassessment, the new assessors are to be provided with the case documents and must attach a written explanation of the outcome to their new assessment.

The decision of the Appeals Committee is final and may not be brought before any other administrative authority.

9.11 Requirements for projects and written assignments

9.11.1 Format requirements

- The student's name and student number must be clearly indicated on all examinable material submitted;
- Project work means drawings, descriptions and reports prepared as digital material in a commonly readable digital format;
- All digital material must be printable and must be representative of the examinable material. Drawings must indicate which format is representative of the examinable material and which is representative of a fixed measurable drawing.

Reports are written material that must include:

- cover page;
- title page (the institution's pre-printed form);
- forward (if any);
- abstract;
- list of contents;
- list of illustrations (if any);
- introduction, including problem statement;
- main section, including any project documentation;
- conclusion;
- e.g. list of sources;
- e.g. list of pictures
- e.g. list of references



- any annexes, perhaps including drawings.

For the purposes of written assignments on the Construction Technology programme, a standard page consists of 2,400 keystrokes. Everything from introduction to conclusion inclusive counts toward the page total.

9.11.2 References and quotations

Quotations must be shown as described in this section.

Short quotations (fewer than 20 words) in written assignments and projects on the Construction Technology programme must be reproduced in quotation marks and in italics.

Long quotations (more than 20 words) in written assignments and projects on the Construction Technology programme must be reproduced with an indented margin, with a blank line both above and below, and in italics.

Correct source referencing in written assignments and projects on the Construction Technology programme must be presented as follows:

- (Author's surname, year of publication, page number(s) if appropriate).
- References to digital sources are to be presented as above where possible, but otherwise the full link is to be referenced.
- References are to be placed in parentheses, following on from the body text.
- Incorrect or missing source referencing will be treated an error in the assignment or written project and may also be subject to a plagiarism investigation.



10 Teaching and working formats on the programme

The Construction Technology programme relies on Problem-Based Learning (PBL). This means that each compulsory programme element revolves around one interdisciplinary semester project. As they work on the problems presented in the project, students develop and demonstrate the knowledge, skills and competencies acquired across the subject areas of the semester. In order to give students the best possible preparation for the profession, work takes place primarily in groups.

Other teaching and working formats are organized around the project work. Theory is taught primarily at the beginning of the compulsory programme element, as it is to be seen as contributing generally to the theme of the semester and the professional orientation of the programme. Moreover, the student has considerable scope, alone and in collaboration with fellow students, to seek out and process specific material that may be relevant to the completion of the project.

10.1 Teaching differentiation guidelines

On the Academic Profession Programme in Construction Technology at VIA University College, teaching is differentiated on the basis of student's prior qualifications and experience as follows:

- project work in the form of groupwork;
- individual supervision;
- teaching materials including e-learning objects
- special teaching provision;
- elective programme elements;
- choice of specialization (Structural Design or Construction Management);
- choice of local programme elements (professional specialization);

10.2 Study activity

Attendance at Elective 1 and the internship is compulsory.

The student is required to be in active study. A student on the Construction Technology programme is regarded as in active study provided he or she:

- submits the compulsory assignments;
- participates in programme-related meetings and supervision sessions, including timetabled teaching activities;
- sits the examinations.

As the programme is predominantly project based and includes a large amount of groupwork, it is important to the student's learning that he or she participates in the learning environment at the institution.

The learning environment is defined by a number of parameters that may be the subject of dialogue with the individual student about study activity. The guidelines mentioned above may be regarded as requirements, while those set out below may be regarded as advisory but equally essential if the educational environment of the programme is to work for students and supervisors:

- well-prepared attendance at timetabled teaching activities;
- participation in and contribution to groupwork;
- keeping oneself informed, including responding to College email and to content on the learning management platform (ItsLearning).

Experience generally shows that the above parameters contribute to a good study environment.



Inadequate study activity may affect the student's entitlement to a maintenance grant (*Statens Uddannelsesstøtte* or SU).

Should a student not have passed at least one examination on the Construction Technology programme in a contiguous period of at least 1 year, the student will be disenrolled from the programme in accordance with the regulations set out in the Executive Order on Admission. The student will be informed of their inadequate study activity before being disenrolled.

A student may ask the teaching team for information about his or her own study activity at any time.

10.3 Reading foreign-language texts

The Academic Profession Degree Programme in Construction Technology is taught in Danish.

English-language texts may be encountered during the programme. Understanding these texts may be a pre-requisite for attaining some of the learning objectives. The texts will normally be at English level B.¹

11 Transfer between programmes and between institutions

11.1 Transfer between programmes

Should a student on another programme wish to transfer to the VIA University College Academic Profession Degree Programme in Construction Technology, he or she should apply to the Construction Technology programme. See the requirements regarding applying for credit transfer in a previous section.

Transfer to the Construction Technology programme requires entitlement to credit for a minimum of one complete programme element. Transfer to the Construction Technology programme also requires the student to be enrolled on another higher education programme at the same level as the Construction Technology programme or higher.

Transfer to the Construction Technology requires there to be places available on the stage of the VIA University College Construction Technology programme that the student wishes to join.

Transfer between institutions

Transfer to the VIA University College Construction Technology programme from the same programme at another Danish educational institution is not possible until the student has passed examinations corresponding to the first academic year of the Construction Technology programme.

Transfer requires there to be places available on the stage of the VIA University College Construction Technology programme that the student wishes to join.

Applying for transfer between programmes or institutions

Applications to transfer to the VIA University College Construction Technology programme from another programme or institution must be submitted to Student Administration no later than 14 days prior to the beginning of the programme element.

The application must include:

- applicant's full name;
- applicant's CPR (Social Security) number;

¹ <https://ufm.dk/uddannelse/anerkendelse-og-dokumentation/find-vurderinger/eksamenshaandbogen/regler-og-raad/fagniveauer>



- transcript of marks from Construction Technology programme;
- admission qualifications;
- the desired start date.

12 Leave of absence

Leave of absence from the Academic Profession Degree Programme in Construction Technology means that a student may not attend teaching or sit examinations.² When the leave is over, the student will, if possible, resume the programme from the point at which the period of leave began..

Should it not be possible to resume from the point in the programme at which the period of leave began, the Construction Technology programme will, to the extent possible, substitute other programme elements so as not to prolong the student's education. Only where this is not feasible may instruction-free periods occur.

Other than on grounds of maternity, adoption or military service, leave can be granted only for periods corresponding to whole programme elements.

A student will not be entitled to a maintenance grant (SU) during a leave of absence on grounds other than maternity, adoption or military service.

Maternity, adoption and military service

An application for leave on grounds of documented maternity, adoption or military service must be granted by the Construction Technology programme. For the sake of the student and his or her right to a maintenance grant (SU), efforts should be made to arrange the end of the leave so as to minimize the number and length of instruction-free periods.

Applying for leave of absence

An application for leave of absence must be made in writing and must give reasons. The Construction Technology programme may require the application to be completed on a separate form, which may be digital.

Further, leave other than maternity, adoption or military service leave cannot be applied for until the student has passed the examination(s) corresponding to the first academic year.

Leave cannot be applied for retrospectively, and the application must be submitted no later than 14 days before the beginning of the period of leave.

Waivers

The Construction Technology programme may waive the regulations in the shared and institutional parts of the present curriculum set by the VIA University College Construction Technology programme, or set nationally in collaboration with other providers of the Construction Technology programme, when this is found to be justified by exceptional circumstances.

² Special regulations apply to maternity, adoption and military service.



13 Entry into force and transitional arrangements

See also the national section of the curriculum:

- The national part of the curriculum enters into force on 1 January 2020.
- The institutional part of the curriculum enters into force on 1 February 2020.
- The August 2016 curriculum expires simultaneously.

Legal basis

The present curriculum has been laid down on the basis of:

- 1) the Academy Profession Degrees and Professional Bachelor's Degrees Act (most recently promulgated in Statutory Order No. 986 of 18/08/2017);
- 2) the Executive Order on Technical and Commercial Academy Profession Degree Programmes and Professional Bachelor's Degree Programmes (Executive Order No. 80 of 28/01/2019);
- 3) the Executive Order on Admission to Academy Profession and Professional Bachelor's Degree Programmes (Executive Order No. 1495 of 27/02/2019);
- 4) the Executive Order on Examinations on Vocational Higher Education Programmes (Executive Order No. 1500 of 02/12/2016);
- 5) the Executive Order on Marking Schemes (Executive Order No. 114 of 03/02/2015).