

Supplementary Provisions for the Regulations for Admission, Programmes of Study and Examinations at Inland Norway University of Applied Sciences

Chapter 2. Admission

For § 2-1 (2) Prior Experiential Learning (realkompetanse)

2-1-1 Decision on admission

Decisions on admission based on Prior Experiential Learning are only valid for the relevant academic year and for the study programme for which admission has been granted.

2-1-2 Minimum requirements

The following minimum requirements apply for assessment for admission based on Prior Experiential Learning:

- a) Applicant does not hold Higher Education Entrance Qualification, is 25 years or older in the admission year.
- b) Minimum 5 years of relevant paid practical experience (converted to full-time).
 - a. Up to 2 years may be substituted by relevant education at the level of upper secondary school, certificate of completed apprenticeship, or a relevant study track at a folk high school. High school general studies / study specialization are always considered as relevant.
 - b. Up to 1 year may be substituted by either care for your own children (applies to health and educational study programmes), initial compulsory military service, or relevant volunteer work.
- c) Self-declaration:
The applicant must submit a self-declaration that will provide a complementary description of the applicant's knowledge, competence, and motivation for the study programme in question. A designated template has been prepared, detailing what an applicant should describe in such self-declaration.
- d) Language requirements:
Applicants whose native language is from a country outside the Nordic region must document Norwegian and English skills in accordance with the requirements in the Regulations for admission to higher education § 2-1 and §2-2. The Norwegian language requirement does not apply to study programmes taught in English.

For some study programmes, it is a requirement that applicants must be able to document the necessary academic prerequisites specified on the list of programme-specific criteria.

2-1-3 Relevant supervised professional training

The following count as supervised professional training: ordinary paid work, paid organizational work, apprenticeship, and / or full-time honorary posts. Part-time positions are converted to full-time equivalent, following the same rules that apply to applicants with a Higher Education Entrance Qualification in accordance with the 23/5 rule.

Relevance of supervised professional training is assessed in light of the education sought. When assessing relevance, the occupation's primary functions and work environment form the basis for the assessment.

Supervised professional training requirements are specified in the list of programme-specific minimum requirements.

Care for your own child or another family member can count fully, if the care can be considered as equivalent to normal professional practical experience (due to illness, disability, or other circumstances in the person receiving the care). It is a prerequisite for the accreditation of home care that the applicant has not been employed in more than a 50% position during the care period.

2-1-4 Study programmes with special admission requirements

For programmes that have special admission requirements in addition to Higher Education Entrance Qualification, including specific academic requirements and requirements for admission tests, applicants on the basis of Prior Experiential Learning must also meet these requirements.

You cannot be considered on the basis of Prior Experiential Learning if you apply for study programmes that require a certain number of high school credits. If you apply for study programmes that have a specific grade requirement in a subject, you must have achieved the required grade. (For example: You cannot be granted admission for teacher education on the basis of Prior Experiential Learning.)

2-1-5 Ranking of applicants

Emphasis is placed on three competence foundations:

- a) Practical competence documented with certificates for relevant professional practice and its length.
- b) Theoretical competence documented through relevant education after primary school, further education and courses, and through certificates documenting honorary posts and organizational work.
- c) Self-declaration – should display eloquence, relevance of answer to the question, independent reflection and motivation

If several applicants are considered to be entirely equal in ranking according to these criteria, older applicants will be given priority in ranking over younger applicants.

2-1-6 Documentation

- a) Professional practical experience must be documented with a certificate of employment or work verification document, indicating the start and end date of the employment relationship, a description of the work content or professional title, as well as an indication of the scope of the position and / or working hours in total or per week / month. CV or employment contract are not accepted.
- b) School attendance must be documented with a diploma, certificate of qualification, certificate of competence or an equivalent approved documentation.
- c) Certificate of completed apprenticeship or public authorization must be documented with an approved public form.
- d) Home care for your own child must be documented with a residence certificate. Care for another family member must be documented with a certificate from an expert or relevant public authority.
- e) Initial compulsory military service must be documented with an approved certificate of service describing the nature of the service.
- f) Further education, courses, etc. must be documented with a course certificate, transcript of records, or equivalent.
- g) Honorary posts or organizational work must be documented with a certificate or confirmation by the relevant club, organization, or similar body.

2-1-7 Early admission

Applicants on the basis of Prior Experiential Learning cannot be granted early admission.

2-1-8 Change of place of study and / or study programme

Students admitted on the basis of Prior Experiential Learning cannot switch to another study programme and / or place of study.

2-1-9 Appeal

Appeals related to applications for admission on the basis of Prior Experiential Learning must be addressed to Inland Norway University of Applied Sciences.

For § 2-2 (2)

Academic minimum requirements are calculated on the basis of the weighted average of all grades included in the assessment for the basis for admission. "Pass" grades are not calculated.

By weighted average, we mean the average of all grades included in the admission-basis assessment, weighted against the number of ECTS per subject.

A diploma without specified credit scope is calculated on the basis of the grade average. In case of an average consisting of decimals, this will be rounded to the nearest whole, following the usual rounding rules.

For § 2-2 (3) and § 2-3 (2) Ranking of applicants

When there are more qualified applicants than the number of study places in further education, practical pedagogical education, or master's education, applicants are ranked by points.

Exceptions may be made to the ranking rules for further education programmes organized according to a payment arrangement with a commissioning party.

2-2-1 Calculation of points

Applicants' points are calculated on the basis of the weighted average of all grades included in the admission basis assessment, multiplied by 10. The weighted average is the average of all grades considered in the admission basis, weighted relative to the number of credits in each subject.

A diploma without specified credit scope is calculated on the basis of the grade average. In case of an average consisting of decimals, this will be rounded to the nearest whole, following the usual rounding rules.

A "pass" grade is not included in the average grade calculation.

- a) Diploma with specified credit scope: Applicants with a "pass" grade in more than two thirds of the credits forming the basis for admission assessment will not be assigned a point calculation.
- b) Diploma without specified credit scope: For applicants holding a diploma without specified credit scope, where less than two thirds of the grades are assessed using a "pass" grade, the average of the remaining grades is calculated.

The following table is used for conversion of grades from higher education to points:

Points	5	4	3	2	1
Grade	A	B	C*	D	E

Grade, scientific subjects	1.0-1.6	1.7-2.3	2.4-2.8	2.9-3.4	3.5-4.0
Grade, other	1.0-2.2	2.3-2.5	2.6-2.7	2.8-3.0	3.1-4.0
Grade, formerly used scale	S	Mtf/Mg	Tf /G		Ng

* For studies with admission requirements that have a minimum grade C of weighted average, C is calculated as 2.5 points.

- c) Additional points for higher education:
An extra 0.5 points per 30 ECTS of higher education are given in addition to the minimum requirement for admission. The education must be relevant to the study programme for which admission is sought. Up to 2 extra points can be awarded.
- d) Additional points for relevant professional practical experience:
- e) Only supplementary credits for professional practice are given in studies where professional practice is part of the admission basis. There are 0.5 points per six months work experience in 100% post-graduate education. There are no points for practice required to cover the admission requirement. Part-time work is converted into a 100% position. Up to 4 points can be awarded. In case of an equal number of points, older applicants are given priority in ranking over younger ones.

2-2-2 Point calculation for applicants with foreign education

- a) Further education and master's programmes
Applicants with foreign education are ranked according to individual assessment and based on national assessments of the level of the relevant country's education.
- b) Norwegian Language and Society for Foreign Students (NOIS)
The following points are included in the ranking:
 - a. Grade points, age points and supplementary points for higher education: these are calculated in accordance with the rules set by the Norwegian Universities and Colleges Admission Service (Samordna Opptak) in regard to applicants for undergraduate education from the respective countries.
 - b. Additional points for applicants with affiliation to certain countries:
Applicants within the following priority groups¹ are given the following additional points:
 - Priority group 1: 40 points
 - Priority group 2: 20 points
 - Priority group 3: 0 points
 - Priority group 4: -50 points

2-2-3 Applicants for whom points cannot be calculated

¹ Priority groups are reviewed prior to each admission period. Country categories are obtained from UDI's visa routines:

Priority 1: A) Applicants who reside in Norway with residence permits valid throughout the NOIS study period. Applicants holding student visas will not be included in this category.

B) EU / EEA citizens.

Priority 2: Applicants from countries exempt from [the visa requirement](#) for visiting Norway, who do not have academic education at a Norwegian master's level, see [GSU list](#).

Priority 3: Applicants from UDI's green group who do not have academic education at a Norwegian master's level, see the [GSU list](#).

Priority 4: Applicants from countries from UDI's yellow, orange and red groups who do not have academic education at a Norwegian master's level, see the [GSU list](#)

Up to 15% of the study places can be offered to applicants for whom points cannot be calculated. It is a prerequisite that the applicants are eligible for admission under the applicable rules.

For § 2-2 (5)

Applicants for further education taught in English and master's programmes taught in English

For admission to study programmes taught in English, one of the following English language requirements applies:

- a) English from Vg1 in a Norwegian upper secondary school (140 academic hours) with a grade 4 or better, or English taken as a programme subject with a minimum scope of 140 academic hours.
- b) British Council International English Language Testing Service (IELTS) – minimum overall score of 6.5 (academic test).
- c) Test of English as a Foreign Language (TOEFL) – minimum score of 550 (paper-based) or 90 (internet-based).
- d) Completed university degree in English language or literature
- e) A completed bachelor degree from Australia, Canada, Ireland, New Zealand, the UK or USA.

For § 2-3 (1) Admission requirements for practical pedagogical education

Bachelor's degree or equivalent education of at least 180 ECTS with a minimum of 80 ECTS of specialization, and at least 60 ECTS in courses within the discipline of the programme to which admission is sought, in accordance with the specifications below. Courses taken as part of primary school teacher education 1-7 or 5 -10 will not count.

2-3-1 English

- a) Minimum 20 ECTS in language courses and 20 ECTS in literature courses. The remaining 20 ECTS may be within English language, literature or cultural and social studies.
- b) Passed translation studies of at least three years' duration (preferably to / from Norwegian) may also be approved.

2-3-2 Norwegian

- a) Minimum 20 ECTS within Norwegian / Nordic language courses and 20 ECTS within Norwegian / Nordic literature. The remaining 20 ECTS may be within Norwegian / Nordic languages, Nordic literature, Norwegian as a second language or literary science.
- b) Students must master both Bokmål Norwegian and Nynorsk Norwegian.

2-3-3 Civics (social studies)

- a) 60 ECTS within one or more of the academic disciplines of sociology, political science, social anthropology, social studies, criminology, history or geography.
- b) Alongside at least 30 ECTS within sociology, political science or social anthropology or history, 30 ECTS are accepted within one or more of the following subjects: psychology, law, social geography, socioeconomics, developing country studies, development studies, gender and equality and international studies.

2-3-4 Religion, faith and ethics

- a) Minimum 30 ECTS within Christianity, Islam, Judaism and Hinduism or within religious history introductory courses / religious history methods. The remaining 30 ECTS may be other religious subjects or subjects within history of ideas, philosophy or general religious and ethical education.

2-3-5 Mathematics

- a) Up to 20 ECTS may be from the following areas: mechanics, statistics, programming, microeconomics, probability calculation / linear algebra, differential equations and statics.
- b) The following applies for civil engineers:
 - a. Civil engineers with a completed master's degree must document a minimum of 52,5 ECTS in mathematical subjects. The remaining 7,5 ECTS are approved as general mathematical competence that is part of technological education.

Specification of various degree programs for civil engineers:

- a. Master's Degree in technology consisting of 37,5 ECTS in mathematics / statistics. In addition, a minimum of 15 ECTS in mathematics is required, or 7,5 ECTS in mathematics and 7,5 ECTS in statistics (this requirement also applies to other civil engineers who have passed exams equivalent to 37,5 ECTS in mathematics / statistics).
- b. The Industrial Design study programme consists of 30 ECTS in mathematics. In addition, a minimum of 22,5 ECTS in mathematics is required – alternatively, 15 ECTS in mathematics and 7,5 ECTS in statistics.
- c. Master's degree based on a bachelor's degree in engineering: a minimum of 52,5 ECTS in mathematics / statistics is required.

2-3-6 Natural science

- a) 60 ECTS within biology, chemistry, physics, natural science, botany, zoology, nutrition, environmental science, medicine, pharmacy, biotechnology, limnology, ecology, astronomy, mechanics, electromagnetism, thermodynamics or statics. Up to 20 ECTS within geology are also approved.
- b) A combination of subjects from biology, physics and chemistry is an advantage.
- c) Relevant science courses in engineering and health studies may also be approved.

2-3-7 Physical education

- a) 60 ECTS within sports, outdoor activities, dance, physical activity, and health.
- b) Applicants with a bachelor's degree in public health must have at least 60 ECTS in sports studies.

For § 2-7 General

2-7-1 Minimum academic requirements

Minimum academic requirements are calculated on the basis of the weighted average of all grades included in the assessed basis for admission. By weighted average, we mean the average of all grades included in the assessed basis for admission weighted against the number of ECTS per subject. In case of an average of decimals, this will be rounded to the nearest whole in accordance with the usual rounding rules. See table in section 5.

2-7-2 Deadlines for domestic admission

- a) The ordinary application deadline is 15 April for the fall semester.
- b) The deadline for early admission, Prior Experiential Learning, special assessment and applicants with education from outside the Nordic countries is March 1 for the fall semester.
- c) The ordinary application deadline is 1 October for the spring semester.
- d) The deadline for early admission and Prior Experiential Learning is 1 October for the spring semester.
- e) Any available study places for the fall semester will be published on 1 May.
- f) Any different application deadlines are stated on INN University's website in the respective study programme descriptions.
- g) The documentation submission deadline is within the application deadline.

- h) The documentation submission deadline for education that concludes in the spring semester is 1 July.

2-7-3 Deadlines for international admission

- a) The ordinary application deadline is 1 December, for admission for the subsequent fall semester.
- b) Documentation submission deadline is 1 February.

Entry into force

The supplementary provisions have entered into force on 15.3.2018, and apply from the admission period for the academic year 2018-2019 and on.

The supplementary provisions were adopted by the Rector 15.3.2018.