

ADOPTED by Senate of Estonian University of Life Sciences
Regulation No. 1-28/3, dated 27.02.2020
(Enforced on 01.03.2020)

AMENDED by Senate of Estonian University of Life Sciences
Regulation No. 1-28/1, dated 30.03.2023 (enforced 30.03. 2023)

STATUTES OF CURRICULUM

Adopted pursuant to the Estonian University of Life Sciences Act, § 5 (1) 1) and § 9 (4) and (6);
and § 13 (2) 5) of the Statutes of the Estonian University of Life Sciences.

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I. General Provisions

1. The Statutes of Curriculum (hereinafter the Statutes) establish the requirements for the structure, content and quality of the curricula of professional higher education, Bachelor's, Master's, integrated Bachelor's and Master's (construction engineering and veterinary studies) and Doctoral level studies at Estonian University of Life Sciences (hereinafter the University) and the procedure of opening, managing and closing a curriculum.

II. Curriculum

2. A curriculum is the core document of studies, which sets out the general goals of studies, the learning outcomes, the standard period and the workload of study, the language of instruction, the requirements for commencement of studies; the list, volume and brief descriptions of subjects, the options and requirements for choosing subjects, the options for specialization as well as the requirements for completing the studies.
3. A joint curriculum is the core document of studies, which stipulates the studies at two or more higher educational institutions that have jointly developed and approved the curriculum. The structure of the joint curriculum may be different from the structure of the curriculum established by the Statutes.
4. A curriculum is consistent with the course of action of the University that proceed from the Statutes of the University, University Development Plan and Green University Strategy. The curriculum contributes to the University mission and goals, and takes into account the needs of the labour market and the target group.
5. The goals and learning outcomes of the curriculum are equivalent and comparable to the learning outcomes for study at higher education level specified in the Standard of Higher Education, and the curriculum formulates the goals and outcomes as knowledge, skills and attitudes acquired upon completion of the curriculum.
6. The curricula of construction engineering and veterinary medicine are drawn up considering the framework requirements established by the Government of the Republic of Estonia.
7. The workload of a curriculum is calculated in European Credit Transfer and Accumulation System credit points (hereinafter ECTS).
8. A curriculum may include 2-3 specializations.
9. The content and title of the curriculum are consistent. A curriculum comprises subjects which are compulsory, elective for the speciality, and optional. Specific forms for studies are practical training, final thesis and final exams. The subjects in a curriculum are grouped into modules.
10. A base module comprises subjects for general competencies.
11. A speciality module comprises subjects for basic knowledge, speciality knowledge and skills according to the curriculum. The subjects of a speciality module form sub-modules, targeted sets, depending on the learning outcomes of the module, with minimum workload of 8 ECTS of at least two subjects. If it is practical training, or the workload of the subject is at least 10 ECTS, the sub-module may be only one subject, as an exception to the rule.
12. A specialization module comprises subjects for acquisition of profound knowledge and skills in a specific field or profession. It is part of the speciality module.
13. Elective module(s) of a speciality comprise subjects needed for further knowledge and skills of a certain field/fields in the curriculum.

14. To achieve the learning outcomes of the professional higher education, Bachelor's and construction engineering curricula, the curricula also comprise:
 - 14.1. a sub-module of entrepreneurship learning outcomes, at least 8 ECTS;
 - 14.2. sub-modules of environment and bioeconomy learning outcomes, at least 8 ECTS;
 - 14.3. subjects to enhance awareness of health and safety, risk assessment, at least 3 ECTS;
 - 14.4. English for Specific Purposes, 4 ECTS;
 - 14.5. a subject on applying speciality research methodology, at least 3 ECTS.
15. A curriculum with the instruction language other than Estonian has classes of Estonian, at least 6 ECTS

II.1. Curriculum for professional higher education

16. The workload of the curriculum for professional higher education is 240 ECTS, standard period of study 4 years.
17. The curriculum for professional higher education comprises:
 - 17.1. general module and speciality module, total up to 217 ECTS (incl. specialization 44–55 ECTS, if applicable; practical training 36–45 ECTS, and subjects/sub-modules of Clause 14);
 - 17.2. speciality elective subjects module(s), total 20–38 ECTS (or up to 10 ECTS, if specializing is determined by the curriculum);
 - 17.3. optional subjects, at least 8 ECTS;
 - 17.4. final thesis 15 ECTS.

II.2. Bachelor's curriculum

18. The workload of Bachelor's curriculum is 180 ECTS, standard period of study three years.
19. Bachelor's curriculum comprises:
 - 19.1. general module and speciality module, total up to 162 ECTS (incl. specialist 29–49 ECTS, practical training at least 6 ECTS and subjects/sub-modules of Clause 14);
 - 19.2. speciality elective subjects module(s), total 12–24 ECTS (or up to 12 ECTS, if specializing is determined by the curriculum);
 - 19.3. optional subjects, at least 8 ECTS;
 - 19.4. Bachelor's final/graduation thesis or exam 10 ECTS.

II.3. Master's curriculum

20. The workload of Master's curriculum is 120 ECTS, standard period of study two years.
21. Master's curriculum comprises:
 - 21.1. speciality module, total up to 85 ECTS (incl. specialization 25–35 ECTS, if applicable; and practical training at least 5 ECTS);
 - 21.2. speciality elective subjects module(s), total up to 20 ECTS (if specializing is determined by the curriculum, there is no speciality elective subjects module);
 - 21.3. optional subjects, at least 5 ECTS;
 - 21.4. Master's thesis 30 ECTS or the Master's exam module 30 ECTS.

II.4. Curriculum for construction engineering

22. The workload of construction engineering curriculum is 300 ECTS, standard period of study five years.
23. The curriculum for construction engineering comprises:
 - 23.1. general module and speciality module, total up to 258 ECTS (incl. specialization 64–84 ECTS, if applicable; practical training at least 6 ECTS, and subjects/sub-modules of Clause 14);
 - 23.2. speciality elective subjects module(s), total 15–40 ECTS (or up to 15 ECTS, if specializing is determined by the curriculum);
 - 23.3. optional subjects, at least 12 ECTS;
 - 23.4. final thesis 30 ECTS.

II.5. Curriculum for veterinary medicine

24. The workload of veterinary medicine curriculum is 360 ECTS, standard period of study six years.
25. The curriculum for veterinary medicine comprises:
 - 25.1. general module and speciality module, total up to 338 ECTS (incl. specializing, if applicable, and practical training, total 85–105 ECTS);
 - 25.2. speciality elective modules and optional subjects, at least 7 ECTS;
 - 25.3. final thesis 15–30 ECTS.[Regulation No. 1-28/1, Senate of Estonian University of Life Sciences, 30.03.2023, entered into force 30.03.2023]

II.6. Doctoral curriculum

26. The workload of doctoral (PhD) curriculum is 240 ECTS, standard period of study four years.
27. The PhD curriculum comprises:
 - 27.1. general module 10–15 ECTS;
 - 27.2. speciality module 20–30 ECTS;
 - 27.3. optional subjects module 0–5 ECTS;
 - 27.4. doctoral thesis 200 ECTS.

III. Ensuring the quality of the curriculum

28. Quality assurance at the University is based on the Universities Act, the Higher Education Standard, the Quality Assurance Standards and the Guidelines of the European Higher Education Area, the University's Development Plan and regulations.
29. Ensuring the quality of a curriculum proceeds from the following principles:
 - 29.1. curricula conform to the goals of the University;
 - 29.2. goals and study outcomes of curricula conform to the expectations of the target groups, incl. employers;
 - 29.3. quality assessment of academic teaching is regular
 - 29.4. trends in the speciality area, the current and novel research issues, global issues and research are considered;
 - 29.5. availability of necessary academic and material assets.

IV. Opening, managing and closing curricula

IV.1. Opening a curriculum

30. The preconditions of opening a curriculum are a justified need to open a curriculum, availability of academic and material resources. A PhD curriculum can be opened, if the positively evaluated research field at the University exists, accordingly.
31. In order to open a curriculum, the institute or college submits an application for opening the curriculum to the Vice Rector for Academic Affairs (Appendix 1). The application has been approved by the institute / institutes council / councils or college council. The application provides grounded reasons for opening the curriculum, the objectives, and specification of the resources needed (financing, qualifications of the university teachers, infrastructure etc.).
32. The curriculum proposal form must be submitted to the Vice Rector for Academic Affairs at least 17 months (by March 31 the latest) before the new curriculum shall be applied at the beginning of the academic year.
33. Within three weeks from the date of submitting the proposal, the Vice Rector for Academic Affairs will assess the feasibility and possibilities of opening the curriculum, involving experts if necessary. In case of a positive assessment, the Vice Rector for Academic Affairs directs the application to the Study Commission of the University Senate (hereinafter: Study Commission) In case of a negative assessment, the Vice Rector for Academic Affairs rejects the application.
34. If the Study Commission approves the opening of the curriculum, the institute / college presents the general data of the curriculum approved by the institute / institutes council / councils or college council to the Head of the Department of Academic Affairs (Appendix 2), the comparison of the learning outcomes of the curriculum to the learning outcomes of the corresponding higher education level and the qualification data of the teaching staff teaching the subjects. In the case of a joint curriculum, a draft cooperation agreement must be drawn up in accordance with the requirements of the Higher Education Act.
35. The Head of the Department of Academic Affairs submits the documents specified in Clause 34 to the Study Commission. Non-compliant documents will be returned to the institute / college for improvement or correction by the Head of the Academic Affairs Department.
36. The Study Commission will evaluate the proposed curriculum and make one of the following decisions:
 - 36.1. recommends that the University Senate approves the curriculum;
 - 36.2. recommends that the institute / college council complements or improves the curriculum;
 - 36.3. recommends that the curriculum will not be opened.
37. If the Study Commission decides to recommend the University Senate to approve the curriculum, the curriculum is submitted to the University Senate for approval.
38. The curriculum is considered open when the curriculum is registered in the Estonian Education Information System.
39. The new curriculum must be approved by the University Senate no later than ten months (no later than October 31) before the new curriculum shall be applied at the beginning of the academic year.

IV.2. Curriculum management and administration

40. Curriculum management and administration includes curriculum development, organising teaching and studies, support services, and financial development.
41. A curriculum is administered by the institute or college. In case of inter-institutes or institute and college curriculum, an administering institute / college is appointed. A joint curriculum is managed under the curriculum cooperation agreement.
42. A curriculum is administered by the director of academic affairs in the institute, or the director in the college, who are responsible for the curriculum. In case of inter-institutes or institute(s) and college curriculum, the director of academic affairs of the institute / the director of the college administering the curriculum, manage and are responsible for the curriculum.
43. Curriculum development is led by the head of the curriculum. The head of the curriculum performs the duties as an additional task specified in the employment contract.
44. Taking into account the proposal by the head of the curriculum, the director of academic affairs of the institute / director of the college administering the curriculum, by their regulation, establishes a curriculum commission for developing the curriculum, that involves representatives from all parties – the academic staff and students of the institute / college (inter-institute or institute-college curriculum), and employers.
45. The Department of Academic Affairs coordinates, advises, supervises and monitors the development of the curricula as well as curricula management.

IV.3. Changing a curriculum

46. Changes to the curriculum, which include changing the name of the curriculum, changing the title of the post-curriculum specialization, adding or closing the specialization, changing the language of instruction of the curriculum and / or the degree awarded; changing the workload of the subject in case of a change in the PhD curriculum or replacing / deleting / adding curriculum subjects, shall be confirmed by the University Senate according to the proposal by council/councils of the institute / institutes or college.
47. Changes to the curriculum (except the PhD curriculum), which include changing the title and workload of a subject, replacing a subject, closing or adding a subject, shall be approved by the Study Commission on the basis of a curriculum modification request (Annex 3) submitted by the director of academic affairs of the institute or by the college director administering the curriculum.
48. Changes to the format of studies (regular study, block mode study) in the curriculum shall be approved by the Study Commission on the proposal of the institute(s) council(s) / college council.
49. Changes to the joint curricula shall take place in accordance with the procedure agreed in the cooperation agreement of educational institutions participating in the joint curriculum.
50. If changes to the curriculum involve changing the objectives and learning outcomes of the curriculum to a considerable extent, a new curriculum will be opened in accordance with the provisions of Chapter IV.1. "Opening a curriculum".
51. In order to apply for the change referred to in Clause 46, the director of academic affairs of the institute or the director of the college administering the curriculum shall submit the relevant decision by the institute / institutes council / councils or college council, and general data of the curriculum (Annex 2) to the Head of the Department of Academic Affairs, taking into account the possible duration of the application procedure according to Clause 54 and

Clause 55, Subclause 55.2, and the deadline for approving the amendments provided for in Clause 56.

52. In order to apply for the change referred to in Clause 47, the director of academic affairs of the institute or the director of the college administering the curriculum shall submit the application (Annex 3) and general information on the curriculum (Annex 2) to the Head of the Department of Academic Affairs, taking into account the possible duration of the application procedure according to Clause 54 and Clause 55, Subclause 55.2, and the deadline for approving the amendments provided for in Clause 56.
53. In order to apply for the change referred to in Clause 48, the director of academic affairs of the institute or the director of the college administering the curriculum shall submit the relevant decision by the institute / institutes council / councils or college council, and, in case of session studies, the planned schedule, to the Head of the Department of Academic Affairs, taking into account the deadline for approving the amendments provided for in Clause 56.
54. The Head of the Department of Academic Affairs submits the documents specified in Clause 51, 52 and 53 to the Study Commission. Non-compliant documents will be sent back to the institute / college administering the curriculum for amendments and / or corrections.
55. The Study Commission will evaluate the proposed material and make one of the following decisions:
 - 55.1. recommends the University Senate to approve the curriculum for changes referred to in Clause 46, or approves the amendments to the curriculum for changes referred to in Clauses 47 and 48;
 - 55.2. recommends the institute / college to submit more information or improve the curriculum change request;
 - 55.3. recommends that the curriculum will not be opened.
56. The changes referred to in Clause 46 must be approved by the University Senate and the changes in Clause 47 must be approved by the Study Commission no later than seven months (no later than February 1) before the beginning of the academic year of the curriculum implementation. The changes in Clause 48 must be approved by the Study Commission no later than 11 months (no later than October 1) before the beginning of the academic year of the curriculum implementation.
57. Unless otherwise regulated in the decision to change the curriculum, the institute or college administering the curriculum shall enter the new version of the curriculum into the study information system by March 1 the latest.

IV.4. Closing a curriculum

58. Closing a curriculum means terminating the teaching and learning based on the curriculum.
59. A curriculum is closed by the decision of the University Senate as proposed by the institute / institutes council / councils or college council and/or by the Study Commission.

V. Implementation Provisions

60. The curricula opened before 2019/2020 will be brought into compliance with the Statutes by the academic year of 2020/2021 the latest, implementing the Regulation for curricula of the academic year 2020/2021 the latest.

61. Clause 25.3 of the Regulation apply from the curricula of the academic year 2016/2017; for the curriculum versions of previous academic years, the workload of the thesis or final exam(s) is 8 ECTS.
62. Repeal Regulation No. 1-5/12 of the Council of the Estonian University of Life Sciences of October 26, 2018 "Statutes of Curriculum".
63. The Regulation shall enter into force on 1 March 2020.