

ADOPTED by the Senate of the University of Tartu
Regulation no. 5 of 26 April 2013
(effective as of 2 September 2013)

AMENDED by the Senate of the University of Tartu
Regulation no. 23 of 20 December 2013
(effective as of 1 January 2014)

AMENDED by the Senate of the University of Tartu
Regulation no. 6 of 25 April 2014
(effective as of 1 September 2014)

AMENDED by the Senate of the University of Tartu
Regulation no. 17 of 19 December 2014
(effective as of 1 January 2015)

AMENDED by the Senate of the University of Tartu
Regulation no. 5 of 24 April 2015
(effective as of 01 January 2015; partially effective as of 31 August 2015)

AMENDED by the Senate of the University of Tartu
Regulation no. 8 of 29 May 2015
(effective as of 1 January 2016)

AMENDED by the Senate of the University of Tartu
Regulation no. 20 of 27 November 2015
(effective as of 27 November 2015)

AMENDED by the Senate of the University of Tartu
Regulation no. 5 of 2 May 2016
(effective as of 02 May 2016, partially effective as of 29 August 2016)

AMENDED by the Senate of the University of Tartu
Regulation no. 1 of 28 April 2017
(effective as of 02 May 2017, partially effective as of 4 September 2017)

AMENDED by the Senate of the University of Tartu
Regulation no. 4 of 27 April 2018
(effective as of 3 September 2018)

STUDY REGULATIONS

Adopted based on clause 14 (3) 11) of the Universities Act, clause 2³ (4) 6) of the University of Tartu Act and clause 12 (2) 6) of the Statutes of the University of Tartu adopted by the senate regulation no. 11 of 21 July 2014 and approved by the council resolution no. 18 of 29 July 2014. [effective as of 01.01.2016]

I. General provisions

1. Study Regulations ('regulations') constitute the fundamental document governing degree studies at the University of Tartu ('university'), which regulates the organisation of teaching and studies. The regulations are mandatory for all members of the university. [effective as of 3 September 2018]
2. In addition to these regulations, important university bylaws regulating teaching and study include:
 - 2.1. Conditions of Compensation of Study Expenses in Degree Studies, established by the council;
 - 2.2. Procedure for Awarding Doctorates, established by the senate; [effective as of 01.01.2014]
 - 2.3. Conditions of and Procedure for Recognition of Prior Learning (RPL), established by the senate;
 - 2.4. Conditions and Procedure for Applying for, Granting and Payment of Study Allowances, established by the senate;
 - 2.5. Admission Rules, established by the senate;
 - 2.6. Statutes of Curriculum, established by the senate;
 - 2.7. Procedure for Asking and Taking into Account Feedback in Degree Studies, established by the rector;
 - 2.8. Rules Governing the Organisation of the Study Information System, established by the rector;
 - 2.9. Form and Procedure for Issue of Diplomas, Residency Certificates and Diploma Supplements, established by the rector;
 - 2.10. Form and Procedure for Granting a Profession, established by the rector. [effective as of 31 August 2015]
3. The senate may establish additional rules regulating teaching and studies in accordance with these regulations.
 - 3¹. [repealed as of 1 January 2016]
4. Faculty councils may not delegate the rights and duties assigned to them in these regulations to the institute or college council. [effective as of 1 January 2016]
5. If the dean has not appointed a vice dean for academic affairs, the dean will perform the duties assigned to the vice dean for academic affairs by these regulations. At a college, the rights and duties assigned to the head of an institute by these regulations are exercised and performed by the director of the college. [effective as of 1 January 2016]
6. The official environment for exchanging information related to the organisation of study of the university is the Study Information System.

II. Learners and student places

II. 1. Learners

7. Degree studies at the university may be undertaken in the capacity of a student, a visiting student or an external student.

II. 1.1. Students

8. A student is a person who is matriculated to a degree-study curriculum of the university. An international student is a student who does not have Estonian citizenship, long-term residence permit or permanent right of residence.

9. Matriculation means the entry of a person in the list of students. Matriculation is effected by a directive of the vice rector for academic affairs. The directive indicates the beginning and the end of the study period according to the standard period of study of the respective curriculum (see clause 40). [effective as of 2 May 2017]

10. Before matriculating a doctoral student, the faculty council or, by the decision of the faculty council, the council of the institute that manages the curriculum appoints supervisor(s) to the student and approves the topic of the doctoral thesis. The supervisor of the doctoral thesis presents the topic of the doctoral thesis to the respective council in Estonian and English and in the original language, if the original language is not Estonian or English, with specialties associated with the topic based on the category classifications of the Common European Research Classification Scheme (up to three specialties). A PhD Study Agreement is concluded between the doctoral student, the supervisor(s) and the university within one month of the matriculation of the doctoral student. The supervisor of a doctoral student must hold a doctoral degree. In justified cases, a leading practitioner in the field may be appointed as a co-supervisor regardless of holding a doctoral degree. If the supervisor of a doctoral student does not have an employment contract with the university, a co-supervisor holding a doctoral degree must be appointed from among the employees of the university. [effective as of 3 September 2018]

II. 1.2. Visiting students

11. A visiting student is a student matriculated at another institution of higher education who is registered at the university on the basis of the student's personal application for studies lasting up to one academic year by a directive of the vice rector for academic affairs. An international visiting student is a visiting student who does not have Estonian citizenship, long-term residence permit or permanent right of residence. Visiting students are not matriculated at the university.

12. To become a visiting student, the person submits an application to the vice rector for academic affairs, listing the courses the person intends to study at the university. The application must include an approval by the home university and the vice dean for academic affairs of the University of Tartu. On the basis of the student's application and a directive of the vice rector for academic affairs on registering the person as a visiting student, the visiting student is registered for courses (see clauses 63–68). The vice dean for academic affairs may dismiss the application if the applicant does not meet the requirements established in the curriculum or syllabus or if the maximum number of persons attending the course has been reached. [effective as of 1 January 2015]

13. To study in English, the (international) visiting student must prove English proficiency of at least B2 level specified in the Common European Framework of Reference for Languages.

14. An international visiting student must complete courses in the volume of at least 15 ECTS per semester of study at the university (unless the student pursues doctoral studies, undergoes practical training or comes from another Estonian institution of higher education). [effective as of 01.09.2014]

15. In the matters related to the organisation of study specified in sections IV, V and IX.1–IX.2 and IX.10–IX.11, the rights and duties of students also apply to visiting students.

16. At the end of the study period of the visiting student, the faculty issues the visiting student a transcript of records. [effective as of 1 January 2016]

17. The studies of a visiting student may be extended for up to one academic year by a directive of the vice rector for academic affairs, except if the international visiting student fails to comply with the credit point requirement set out in clause 14. [effective as of 3 September 2018]

18. The university discontinues the visiting student's studies by a directive of the vice rector for academic affairs a) on the basis of the proposal of the vice dean for academic affairs if the visiting student has failed to observe the requirements arising from the university's study regulations and/or internal rules or b) on the basis of an application by the visiting student. [effective as of 1 January 2016]

II. 1.3. External students

19. An external student is a person who has been granted the right to complete the curriculum, incl. to take exams and pass-fail evaluations and/or take the final exam or defend the graduation thesis. The external student is not matriculated.

20. The status of an external student may be applied for by a person who meets the requirements regarding previous education needed for taking up studies under the respective curriculum and the prerequisites established for admission to the curriculum in the admission rules.

21. The status of an external student is granted for up to one academic year by a directive of the vice dean for academic affairs. To get the status of an external student, the person submits to the vice dean for academic affairs an application specifying the list of courses to be completed. A person applying to become an external student in a doctoral curriculum must also submit the individual plan for doctoral studies. The directive of the vice dean for academic affairs and the application serve as the basis for registration for courses (see clauses 63–68). The vice dean for academic affairs may dismiss the application if the applicant does not meet the requirements established in the curriculum or in the syllabus, if the maximum number of people attending the course has been reached, if studies in this course have already started, if the person has outstanding tuition fees to the university, if the applicant has committed an act specified in clause 203 or 204 less than one year before, if the applicant is serving a punishment for an intentionally committed offence, or if the external doctoral student has failed to fulfil their individual plan in the past (incl. received a negative assessment or their progress was not reviewed), or for another good reason. A student who has been deleted from the matriculation register due to academic fraud or inappropriate conduct cannot apply for the status of external student before one year has passed from the deletion of matriculation register. If the applicant has failed in a course four times (three times in the year system) as an external student, the applicant does not have the right to apply for the completion of this course as an external student within two years of the last failure. [effective as of 3 September 2018]

22. Before registering a person as an external doctoral student, the faculty council or, by the resolution of the faculty council, the council of an institute managing the curriculum appoints a supervisor to the external student. [effective as of 4 September 2017]

23. The relations between an external student and the university are defined by a contract between the university and the external student.

24. In the matters related to the organisation of study specified in sections IV–VI and IX.1–IX.2 and IX.10–IX.11, the rights and duties of students also apply to external students.

25. The university discontinues the external student's studies by a directive of the vice dean for academic affairs on the basis of an application by the external student or if the external student has failed to observe the requirements arising from the university's study regulations and/or internal rules. [effective as of 1 January 2016]

II.2. Student places

26. A student place is a time and financial unit for measuring teaching and study.

27. [repealed as of 3 September 2018]

28. A student may be matriculated to only one curriculum at a time. [effective as of 3 September 2018]

29. The Office of Academic Affairs keeps account of student places and announces vacant student places at the beginning of each semester. Vacant student places are accounted for separately per year of study, based on the standard period of study of the particular curriculum.

30. A student place becomes vacant if the number of students of the same year of matriculation studying in a curriculum is smaller than the number of student places established for the curriculum for the given academic year. [effective as of 3 September 2018]

31. A vacant student place is filled in a public competition within four weeks of the start of the semester. The conditions of competition and the application deadline are established by the faculty council. [effective as of 1 January 2016]

32. Vacant student places of a curriculum are not filled in the autumn semester of the first academic year.

33. The following people who meet the requirements regarding previous education, have completed the obligatory prerequisite courses appointed in the syllabus and meet the conditions of the competition have the right to apply for a vacant student place: [effective as of 31 August 2015]

33.1. students applying for a change of curriculum, form of study and/or location of study who pursue their studies in the same or preceding academic year(s) where the vacant student place arose (based on the standard period of study of the curriculum). The students who have extended their period of study cannot apply for a vacant student place; [effective as of 01.09.2014]

33.2. persons who have studied in the same curriculum and are applying for the vacant student place by rematriculation;

33.3. persons transferring to the university from other institutions of higher education;

33.4. external students;

33.5. persons who have studied in another higher education curriculum and have been deleted from the matriculation register of that curriculum;

33.6. persons who have completed courses listed in the syllabus as a continuing education learner. [effective as of 31 August 2015]

34. When applying for a vacant student place, the student's prior studies and work experience are taken into account in accordance with the Conditions of and Procedure for Recognition of Prior Learning, established by the senate. The applicant is required to certify that their proficiency in the language of the syllabus is at least level B2 by the Common European Framework of Reference for languages. An applicant for a vacant student place in doctoral studies is attested before matriculation pursuant to the procedure established in clauses V.5. 114–127. [effective as of 31 August 2015]

35. A person can apply for matriculation to a vacant student place if he/she has completed at least 50% of the standard cumulative workload of the curriculum (when matriculating to part-time study) or at least 75% (when matriculating to full-time study). In the spring semester of the first academic year a person can apply for matriculation to full- or part-time study if he/she has completed courses in the volume of at least 15 ECTS. In medical, dentistry and pharmacy studies, a person can apply for matriculation if he/she has completed 100% of the compulsory studies of the previous semester's workload as prescribed in the curriculum. A person can apply for matriculation only if he/she does not have any outstanding tuition fees before the university.

36. A vacant student place is filled by the directive of the vice rector for academic affairs on

the basis of the person's application

36.1. approved by the vice dean for academic affairs in cases specified in clauses 33.1–33.2;

36.2. on the basis of the proposal of the vice dean for academic affairs in cases specified in clauses 33.3–33.6. [effective as of 29 August 2016]

III. Levels of study, curricula and courses

III.1. Levels of study

37. At the university, the first level of higher education comprises professional higher education and bachelor's studies; the second level of higher education comprises master's studies; integrated bachelor's and master's studies cover the first and second level; and the third level comprises doctoral studies.

III.2. Curricula

38. All the teaching and study is based on curricula.

39. The curricula are approved by the senate, taking into account the requirements of the Higher Education Standard established by the Government of the Republic and the Statutes of Curriculum established by the university.

40. The standard period of study of a curriculum is the time prescribed in the curriculum description to complete the curriculum.

III.3. Courses

41. The workload of a course is calculated in units of study: credit points of the European Credit Transfer and Accumulation System (ECTS). One ECTS corresponds to 26 hours of the student's work including contact-based study, independent work and practical training and the assessment of learning outcomes.

42. A course can be compulsory, elective or optional.

42.1. A compulsory course is a course the student definitely has to pass to complete the curriculum.

42.2. An elective course is a course that the student chooses from among courses designated in the curriculum or in the framework of an elective module.

42.3. An optional course is a course chosen freely by the student. Optional courses allow students to expand their overall knowledge and complement specialisation-related knowledge and skills.

43. The syllabus is based on the objectives of the course provided by the curriculum. The member of the teaching staff responsible for the course draws up the syllabus which is confirmed by the programme director. The syllabus of a course which is not part of the curriculum is confirmed by the head of the institute, the syllabus of a course of the faculty is confirmed by the vice dean for academic affairs, the syllabus drawn up by an institution and non-academic structural unit is confirmed by the head of the institution or structural unit with the consent of the academic affairs committee formed by the vice rector for academic affairs. [effective as of 1 January 2016]

43¹. A syllabus includes the course title and course code, the name of the member of teaching staff responsible for the course, the volume in ECTS, goals and learning outcomes, the scale for the assessment of learning outcomes (differentiated or non-differentiated; assessment or doctoral thesis according to the Procedure for Awarding Doctorates), assessment methods and criteria, the principles of grading, and a brief description of the course content. This information is obligatory for all courses. The syllabus must also include the list of the topics to be dealt

with, the schedule, the list of obligatory and recommended study materials or a reference to their web address, the possibilities for taking tests and exams at a later date, the minimum number of participants required for the course not to be cancelled and other information necessary for passing the course. This additional information is not obligatory for the special forms of courses, i.e. practical training, graduation thesis and final exam. In addition, each syllabus must include at least the course title, goals, learning outcomes and a brief description of the course content in English. [effective as of 3 September 2018]

43². If necessary, the syllabus also includes limitations to participation in the course, which may be obligatory prerequisite courses, completed curriculum/curricula, completed course(s), level of study, curriculum, obtained qualification, the maximum number of participants, and/or the place of study. Within three weeks from the beginning of registration for the course, registration for compulsory courses may be limited based on the faculty, institute or college. If necessary, the syllabus can include supplementary studies (lectures of visiting academic staff, etc.) and recommended prerequisite courses. [effective as of 3 September 2018]

44. The syllabi are public. Syllabi of courses to be taught in the following academic year must be entered in the Study Information System by 15 April and the syllabi of the courses taught in foreign languages by 1 March. The schedule and the list of topics must be entered in the syllabus at least one week before the beginning of the semester. A syllabus may be amended later with the written consent of students who have registered for the course. If the code and volume in ECTS of the course change, a new course must be opened. [effective as of 3 September 2018]

45. The programme director is responsible for drawing up and updating of course syllabi and for entering them in the Study Information System by the prescribed date.

IV. Studies

IV.1. Forms of study

46. Regular study is a form of study where studying is the student's primary activity and studies are mainly organised on workdays. [effective as of 3 September 2018]

47. Session-based study is a form of study where contact-based study is organised in a flexible manner in sessions, periods and/or on weekends, primarily taking into consideration the needs of working students. [effective as of 3 September 2018]

IV.2. Organisation of studies

48. The studies take place in the forms of contact-based study, practical training and independent work. The proportion of each form is established in the syllabus.

48.1. In contact-based study, learning outcomes are achieved in learning environment (including e-learning) in the form of a lecture, a seminar, a colloquium, a practical session or an individual lesson. Both the student and the member of teaching staff participate in contact-based study.

48.2. Practical training is a purposeful activity for achieving learning outcomes in work environment under the guidance of a supervisor. A faculty council may establish the basic principles of the organisation of practical training. [effective as of 1 January 2016]

48.3. Independent work is obtaining necessary knowledge and skills for achieving learning outcomes independently according to the assignments given by the member of teaching staff.

49. The overall responsibility for the lawfulness and expediency of teaching and studies in the faculty lies with the dean. [effective as of 3 September 2018]

50. Pursuant to the procedure provided in the Statutes of Curriculum, the dean appoints for each curriculum a programme director who is responsible for the organisation and coordination of teaching and studies. [effective as of 3 September 2018]

51. The responsibility for organising doctoral studies lies with the programme director and the supervisor(s) of the doctoral student.

52. The member of teaching staff responsible for the course ensures the teaching of the course pursuant to the syllabus.

52¹. Students are fully released from the obligation to study during the period when they participate in a reservist training or additional reservist training or when they cannot take part in studies due to mobilisation. A student who has received a call-up notice must inform the programme director of their absence from studies. Teaching staff must organise the studies for students who are released from studies in such a manner that students who participate in a reservist training or additional training can take tests and exams at a later date in the same semester. [effective as of 3 September 2018]

IV.3. Study planning

53. The temporal calculation unit of the study process at the university is the academic year, which is estimated to begin on 1 September and end on 31 August. The academic year is divided into two 20-week semesters, each including 140 days. The start date of the spring semester and end dates of the semesters are established in the academic calendar of each academic year, which is approved by the rector. [effective as of 4 September 2017]

54. For contact-based study taking place at the university the following data of each course are entered in the Study Information System: title of the course; credit value and course code; name of the teaching staff; time, location and study weeks of the contact-based study; time when learning outcomes are assessed. In the case of e-learning the hour of the course is not indicated and the location is shown as a web-address.

55. The information required by clause 54 for courses taught in the next autumn semester is entered in the Study Information System and made available to students by 2 May, the information for the next spring semester by 1 December. [effective as of 3 September 2018]

56. [repealed as of 3 September 2018]

57. The programme director is responsible for entering information about contact-based study and any changes in the Study Information System and informing those registered for courses.

IV.4. Choosing modules

58. The courses in the curricula are grouped into modules.

59. A student of bachelor's studies must choose:

59.1. two base modules, 24 ECTS each;

59.2. two field modules, 24 ECTS each, one of which may be replaced by a specialty module;

59.3. two specialty modules, 24 ECTS each, one of which may be replaced by a field module;

59.4. at least one elective module, 12 ECTS;

59.5. optional courses, 0–18 ECTS; and

59.6. bachelor's exam or graduation thesis, 6–12 ECTS.

60. The minimum value of a main specialisation is two base modules, at least one field module, one specialty module, one elective module and a final exam or graduation thesis. If the

minimum value of a main specialisation is selected (courses in the volume of 108 ECTS and a final exam or graduation thesis), the student must select one minor specialisation. A minor specialisation comprises a field module, a specialty module and an elective module (60 ECTS in total) from the bachelor's curriculum, which are different from the main specialisation modules. The volume of the main specialisation can be increased by taking at least one additional field, specialty or elective module from one's own curriculum. If the volume of the main specialisation is increased, selecting a minor specialisation is not required.

60¹. Based on the student's selection of modules (minor specialisation or increasing the volume of the main specialisation), the volume of the bachelor's studies might be completed without optional courses, in which case the completed optional courses will not be taken into consideration in completing the volume of the curricula. [effective as of 31 August 2015]

61. The student of bachelor's studies must choose all main specialisation modules (two base modules, one field module and one elective module) by the end of the first semester of the first academic year unless a later date for selecting the main specialisation's field, speciality and elective modules has been stated in the curricula. All the modules necessary for completing the curriculum must be chosen from bachelor's curricula, and the choice must be made by the end of the autumn semester of the second academic year. [effective as of 3 September 2018]

62. If their curriculum contains selectable modules, the students of professional higher education and master's and doctoral studies must choose all the modules necessary for completing the curriculum in the Study Information System by the end of the first semester. [effective as of 31 August 2015]

IV.5. Registering for courses

63. To take a course, the student registers for the course: enters his/her name in the Study Information System in the list of students participating in the course. By registering for the course, the student expresses his/her intent and decision to complete this course and thus the university assumes the right to evaluate the student's performance in the course. By registering for the course, the student undertakes to fill out the feedback survey questionnaire on teaching and courses in the Study Information System after the end of the course according to the procedure established by the rector. Per one semester, a student can register for courses in the maximum volume of 50 ECTS (not including the volume of the graduation thesis), registration for courses in a bigger volume is approved by the programme director. [effective as of 3 September 2018]

64. Registration for the courses of the next autumn semester begins on 15 May and for the courses of the next spring semester on 15 December. Registration for courses finishes by the beginning of the respective semester. Registration for the compulsory courses of first-semester students may open at the beginning of the academic year and last for two weeks in accordance with clause 65.1.

65. The following exceptions can be made to the general registration procedure. [effective as of 2 May 2016]

65.1. The first-semester student can register for courses after the student has been matriculated to the university and been given the user rights of the Study Information System. The student must register for courses within two weeks starting from the beginning of the academic year.

65.2. [repealed as of 3 September 2018]

65.3. The visiting student or external student registers for the chosen courses in the Study Information System, at the dean's office, institute or college within two weeks starting from the beginning of his/her studies at the university. [effective as of 29 August 2016]

65.4. If a student returns from the academic leave or fills a vacant student place after the deadline for registering for courses, the student is registered for the courses at the student's request at the faculty, institute or college that manages the curriculum within a week after the end of the academic leave or filling the vacant student place. [effective as of 1 January 2016]

66. A part-time student must register for courses each semester, unless the student is pursuing doctoral studies or if only the final exam needs to be taken or the graduation thesis needs to be defended to complete the curriculum.

67. A student has the right to cancel registration for a course within two weeks from the first study contact or during the term specified in the syllabus which is at least 10% of the contact-based study. In such case, the student has the right to register for another course upon agreement with the member of teaching staff responsible for that course, but only within two weeks from the first study contact in this course or during the term for cancelling registration specified in the syllabus of this course. If the course schedule changes, the student has the right to cancel the registration for the course within two weeks after the announcement of the change. If a student changes curriculum, the student has the right to cancel registration for courses that do not belong to the curriculum within two weeks of the change of curriculum. The student has the right to cancel registration to courses within two weeks of being considered studying abroad. The student has the right to cancel registration in the courses which were recognised with RPL. The vice dean for academic affairs may allow cancelling registration after the standard deadline in other justified events. [effective as of 29 August 2016]

68. If the minimum number of participants required for the course to be taught is not reached, the programme director has the right to cancel the course within three working days of the start of the semester, ensuring that the students registered for the course are informed of the cancellation. Within seven days of the announcement of the cancellation, students who have registered for the course have the right to register for another course upon agreement with the member of teaching staff responsible for that course. If the number of participants in the course falls below the minimum after the beginning of the semester, the course may be cancelled if all the students participating in the course express consent in a format that can be reproduced in writing. [effective as of 01.09.2014]

IV.6. Following the curriculum, academic progress

69. Students are required to follow the curriculum to which they have been matriculated.

70. Following the curriculum means taking courses of the curriculum (modules prescribed by the curriculum or chosen by the student) in the way and volume defined by the system of study (see IV.6.1) and the workload (see IV.6.2).

71. Students are entitled to graduate from the university on the basis of the version of the curriculum to which they were matriculated, provided their effective period of study does not exceed the standard period of study of the curriculum and two years. [effective as of 31 August 2015].

71¹. The standard volume of completion of the curriculum is the compulsory volume of completion of the curriculum corresponding to the number of studied semesters of the student. 30 ECTS is added to the standard volume for each studied semester. A studied semester is a semester during which the student studies in the student place for more days than a half of the semester (more than 70 days) and during which the student was on academic leave and/or extended standard period of study for less than a half of the semester. If a student is on academic leave and/or extended standard period of study for more than a half of the semester (more than 70 days), the semester is not considered a studied semester. [effective as of 01.09.2014]

72. Students are entitled to apply for the change of curriculum. The student applying for the change of curriculum applies for a vacant study place as described in clauses 31–36. The change of curriculum is effected by the directive of the vice rector for academic affairs on the basis of the student's application or, if transferring to a different faculty, by the directive of the vice rector for academic affairs upon the consent of the vice dean for academic affairs. [effective as of 1 January 2016]

73. When assessing the student's progress in following the curriculum, the university may accredit the student's prior studies and work experience according to the Conditions of and Procedure for Recognition of Prior Learning.

IV.6.1. System of study

74. Studies take place according to the course system, the year system or, in case of doctoral students, the study and research plan i.e. the individual study plan.

75. In the course system, students have the right to choose modules and take the corresponding courses in the order of their own preference, taking into account the prerequisite course requirements established in the curriculum or the syllabi. The university must organise the studies in such way that the student is able to complete the curriculum 30 ECTS in one semester, excluding curricula for which the Ministry of Education and Research has granted the right to conduct part-time studies. [effective as of 31 August 2015]

76. Medicine, dentistry and pharmacy studies are pursued in the year system. In the year system, students must take their courses in the order established in the curriculum and complete 100% of the compulsory course workload prescribed by their curricula by the end of the semester. If a student studying in the year system takes a course that finishes after the end of the semester, the student must complete 100% of the compulsory course workload prescribed by the curricula by the end of this course.

77. Doctoral studies are pursued on the basis of the individual study plan of the doctoral student either full time or part time (see clauses 79 and 80). The doctoral student compiles the individual study plan together with his/her supervisor for the whole period of study and enters it in the Study Information System by 15 September of the first academic year. A doctoral student who is matriculated during the academic year must compile the individual study plan within two weeks after matriculation. Progress review report and an updated plan of studies and research for the next review period are added to the individual plan. [effective as of 3 September 2018]

IV.6.2. Workload: full-time and part-time study

78. The student participates in studies either full time or part time. The following of the curriculum in the prescribed volume is assessed at the faculty after one standard study year (two studied semesters) has passed since the student's matriculation or from the last transfer (as of the date preceding the beginning of the spring or autumn semester) and the student is transferred to the next study year of the same curriculum as of the date of the beginning of the semester. The transfer is effected in the Study Information System by an employee appointed by the head of the dean's office by 15 September or 15 February. If the time for a student studying in a year-based system taking a resit is prolonged in conformity with clause 104, the completion of the curriculum is assessed after the above-mentioned period and the transfer is effected by 30 September or 28 February. The number of credit points earned in the curriculum, including RPL, serves as the basis for calculating the workload. The standard cumulative workload of one academic year is 60 ECTS. [effective as of 3 September 2018]

79. In full-time study the student completes at least 75% of the standard cumulative workload

of the curriculum by the end of each standard study year – at least 45 ECTS by the end of the first standard study year, at least 90 ECTS by the end of the second standard study year, etc. In medical, dentistry and pharmacy studies the student completes 100% of the compulsory courses by the end of each academic year.

80. In part-time study the student completes at least 50% but less than 75% of the standard cumulative workload of the curriculum by the end of each standard study year – at least 30 ECTS but less than 45 ECTS by the end of the first standard study year, at least 60 ECTS but less than 90 ECTS by the end of the second standard study year, etc.

81. [repealed as of 31 August 2015]

82. [repealed as of 31 August 2015]

83. The minimum allowed workload in completing a full-time bachelor's, professional higher education, primary school teacher's or master's curriculum is 15 ECTS in the first semester of the first study year (as of the date preceding the beginning of the spring or autumn semester). The student who has been registered as studying abroad must complete the minimum workload by the deadline established in clause 186. [effective as of 01.09.2014]

84. Students following their curricula in the course system are transferred to the next study year of their curricula

84.1. as full-time students, if the number of obtained ECTS amounts to at least 75% of the cumulative standard workload prescribed by their curricula;

84.2. as part-time students, if the number of obtained ECTS amounts to less than 75% but more than 50% of the cumulative standard workload prescribed by their curricula.

[effective as of 31 August 2015]

85. The student who follows the curriculum in the year system is transferred to the next study year of the same curriculum if the student has completed 100% of the compulsory courses of the previous study year.

86. The progress of the completion of the doctoral curriculum is assessed in ECTS during progress review. Transfer to the next study year takes place after one standard study year (two studied semesters) has passed from matriculation or the last transfer, and the doctoral student's workload is determined according to clause 84. [effective as of 3 September 2018]

87. The curriculum is fully completed once the student has passed all the courses and practical training prescribed by the curriculum, including the graduation exam(s) or defence of the graduation thesis and has earned the number of ECTS prescribed by the curriculum. By the decision of the programme director, on the basis of the learning outcomes of the curriculum and modules and the specialisation of the student, courses in the student's individual curriculum can be replaced in the volume of up to 30 ECTS. [effective as of 29 August 2016]

IV.6.3. Covering the cost of tuition

88. The cost of tuition is covered according to the Conditions of Compensation of Study Expenses in Formal Education, adopted by the council.

89. In full-time studies, the tuition fee is paid on the basis of the directive of the vice dean for academic affairs. In part-time studies, in a non-Estonian curriculum and in the event of re-commencing studies, the tuition fee is paid on the basis of a contract for compensation of study expenses concluded between the university and the student. [effective as of 1 January 2016]

IV.6.4. Recognition of prior learning (RPL)

90. A student, an external student or a person applying for matriculation may request the

recognition of previous studies and work experience upon determining compliance with the admission criteria and completion of the curriculum in accordance with the Conditions of and Procedure for Recognition of Prior Learning, established by the senate.

V. Assessment of learning outcomes

V.1. Forms of assessment

91. The scales for the assessment of learning outcomes are the differentiated assessment, i.e. exam, and the non-differentiated assessment, i.e. pass/fail evaluation. Differentiated assessment is used when evaluating final theses (except for doctoral theses, and final theses in joint curricula agreed upon in consortium agreements). [effective as of 3 September 2018]

92. The course is considered completed after the student has obtained a positive result in the assessment of learning outcomes. The grades A, B, C, D, E and "passed" are positive results and the grade F and "not passed" are negative results.

V.2. Assessment scale

93. In the case of differentiated assessment, the students' level of achievement of the learning outcomes is differentiated according to the following scale:

93.1. grade 'A' or "excellent" – an outstanding and particularly broad-based level of achievement of the learning outcomes characterised by exceptional, free and creative use of the knowledge and skills;

93.2. grade 'B' or "very good" – a very high level of achievement of the learning outcomes characterised by proper and creative use of the knowledge and skills. More specific and detailed elements of knowledge and skills may reveal certain errors that are neither substantive nor serious;

93.3. grade 'C' or "good" – a high level of achievement of the learning outcomes characterised by proper use of the knowledge and skills. More specific and detailed elements of knowledge and skills reveal uncertainty and imprecision;

93.4. grade 'D' or "satisfactory" – a sufficient level of achievement of the learning outcomes characterised by the ability to use the knowledge and skills in typical situations; non-typical situations reveal gaps and uncertainty;

93.5. grade 'E' or "sufficient" – a minimally acceptable level of achievement of the most important learning outcomes characterised by a limited ability to use the knowledge and skills in typical situations; non-typical situations reveal considerable gaps and uncertainty;

93.6. grade 'F' or "insufficient" – the knowledge and skills acquired by the student are below the minimum required level.

94. In the case of non-differentiated assessment of the learning outcomes the course is considered completed if the student has fulfilled all the requirements for passing that course set forth in the syllabus. Students may be given the following grades:

94.1. grade "pass" – the student has acquired the knowledge, skills and competences in the volume prescribed in the syllabus;

94.2. grade "fail" – the student has not acquired the knowledge, skills and competences in the volume prescribed in the syllabus.

95. In calculating average grade, the letter marks have the following numerical value: A=5, B=4, C=3, D=2, E=1, F=0, absence without good reason (recorded as "not present") =0.

V. 3. Organisation of assessment of learning outcomes

96. When registering for the course, the student assumes an obligation to participate in the assessment of learning outcomes, i.e. to take the exam or pass/fail evaluation ('exam') in the

respective course in the semester it is taught. The student is allowed to take the exam if he/she has registered for the course and fulfilled all the requirements for allowing to the exam prescribed in the syllabus. The examiner (member of the teaching staff responsible or the person nominated by him/her) is responsible for checking the fulfilment of the requirements prescribed in the syllabus for allowing the student to take the exam.

97. In the semester the course is taught, students are allowed to participate in the assessment of learning outcomes by way of one regular exam and, if they fail to pass that exam, by way of one resit (in case of a group exam the examiner schedules one date of resit to the whole group). Medicine, dentistry and pharmacy students are allowed participate in the assessment of learning outcomes in compulsory and elective courses by way of one regular exam and, if they fail to pass that exam, by way of two resits. [effective as of 4 September 2017]

97¹. The student does not have the right to resit an exam if the student failed due to academic fraud. [effective as of 4 September 2017]

98. In the semester the course is taught, the student can choose between at least two regular exam times. The member of the teaching staff has the right to require that students select a time for taking the regular exam. In such case the selection must be made in the Study Information System on the fourth day before the exam is held at the latest. For a course that has more than 60 registered students, the selection must be made in the Study Information System on the fourth day before the first exam is held at the latest. If the student wants to resit an exam, he/she must register for a resit. The registration for the resit and the right to cancel the registration ends two days before the resit is held. [effective as of 01.09.2014]

98¹. In a course in which students are assessed based on the results of test papers, homework or research paper completed during the course, the exam time is the deadline for submission of the papers, or the end date of study. The member of the teaching staff decides whether there is a possibility for resit. [effective as of 3 September 2018]

99. If the exam consists of several parts, of which the previous must be passed with a positive result to be allowed to take the next, that exam must be scheduled so that the resit of the previous part takes place before the beginning of the next part. An exam part is a test which is a part of the course and the grade of which forms a part of the exam grade. [effective as of 31 August 2015]

100. If the syllabus provides for the exam to be taken as group work, the member of the teaching staff schedules a single exam date for all the students in the group.

101. Students are not allowed to resit an exam or defence for which they have received a positive result in order to attempt a higher result. An exam passed by way of RPL cannot be retaken.

102. Receiving a negative result in an exam or absence from an exam in a particular course does not preclude students from taking exams in other courses, unless prescribed otherwise in the syllabus.

103. The resit must be passed before the beginning of the next semester at the latest. [effective as of 2.09.2013]

104. The vice dean for academic affairs of the faculty or the head of institute may extend the deadline for taking the resit by maximum two weeks, if a good reason prevented the student from taking the resit. For that, the student submits to the vice dean for academic affairs or head of the institute a reasoned application including a written approval by the member of the teaching staff responsible for the course. [effective as of 4 September 2017]

105. Students taking an exam are entitled to
- 105.1. use only the resources and materials permitted by the examiner(s);
 - 105.2. inspect their written exam paper within seven days from the entry of the results in the Study Information System;
 - 105.3. contest the exam result pursuant to the terms and procedure specified in clauses 207–214;
 - 105.4. submit to the vice dean for academic affairs a reasoned request to establish a committee to administer an exam. The vice dean for academic affairs must establish a three-member exam committee to administer the fourth resit in the same course on the basis of the reasoned request by the student. In the case of medicine, dentistry and pharmacy studies, the vice dean for academic affairs must establish a three-member exam committee to administer the third resit in that course on the basis of the reasoned request by the student; [effective as of 3 September 2018]
 - 105.5. get feedback from teaching staff on written papers. [effective as of 3 September 2018]

105¹. The university is entitled to check students' written papers with a plagiarism detection system and for that purpose, add them to the database of the plagiarism detection system. [effective as of 2 May 2017]

106. Before admitting the student to the exam the examiner has the right to ask the student to show an identity document. The examiner has the right and obligation to remove the student from the exam in cases specified in clauses 203.1–203.5.

V.4. Records of Exam Results

107. The teaching staff member records the exam results in the Study Information System in the exam report, which is the source document for the accounting of study results. The exam report is signed by a teaching staff member responsible for the course. [effective as of 3 September 2018]

108. If the student fails to appear for the exam on the selected date, the exam report drawn up for that date records that student as "not present". If the student fails to appear for an exam on any of the regular exam dates, that student is recorded as "not present" in the exam report drawn up for the last regular exam date. If the student fails to appear for a regular exam, he/she is entitled to resit that exam according to the general resit rules, except in the case of a group work resit that must be taken at the time assigned for the entire group. If the student proves a good reason for not appearing, the entry "not present" is deleted if the student submits proof of the reason to the vice dean for academic affairs of the faculty that manages the curriculum or head of institute that manages the curriculum within five working days from the date the exam took place. The student with a good reason not to appear for a regular exam is entitled to take the exam and/or resit by the decision of the relevant vice dean for academic affairs or head of institute on the date set by the teaching staff member responsible no later than during the two semesters following the semester in which the course took place, for students studying in the year system within the term stipulated in clauses 103 and 104. If the good reason not to appear is no longer valid, the application to take the exam must be submitted to the relevant vice dean for academic affairs or head of institute immediately after the reason ceases to apply. [effective as of 1 January 2016]

109. If the student fails to appear for the exam without a good reason, one exam time as specified in clauses 150.3.4 and 150.3.5 is considered used.

110. If the student commits academic fraud in the cases specified in clauses 203.1–203.5, grade F (or "fail" in case of a pass/fail evaluation) is entered to the exam report.

111. The teaching staff member has the right not to allow the student to take the exam if the student has not fulfilled the requirements prescribed in the syllabus for taking the exam, and record a negative result in the exam report.

112. The results of assessment are entered in the Study Information System within four working days from the working day following the exam if the exam was taken by up to 50 persons, within seven working days if the exam was taken by 51–80 persons and within 11 working days if the exam was taken by more than 80 persons. Despite the number of persons having taken the exam, the assessment results are entered on the third working day, at the latest, before the resit in the respective course, but no later than by the end of the semester. The results of the resit are entered no later than on the day preceding the beginning of the next semester. [effective as of 01.09.2014]

112¹. The study results of the RPL decision or the study results taken into account on the basis of the study plan of a student who studied at another higher education institution as a visiting student are entered in the Study Information System within four working days from making the RPL decision or submitting the study results. The completion of the curriculum recognises the study results taken into account on the basis of the RPL decision in the semester of the RPL decision and the study results taken into account on the basis of a study plan in the semester the study results are submitted. [effective as of 3 September 2018]

113. If the student has failed the regular exam and the resit, the student must register again to the course to complete the course and fulfil the requirements established for completing the course again (except for the compulsory and elective courses in medical, dentistry and pharmacy studies). The student who has received a negative result in one course four times is deleted from the matriculation register according to clause 150.3.5. The student of medical, dentistry and pharmacy studies is deleted from the matriculation register if he/she received negative exam result three times in one compulsory or elective course according to clause 150.3.4.

V.5. Progress review of doctoral students

114. Progress review is the assessment of the doctoral student's academic progress in studies and scientific research of his/her curriculum by the review committee. During the progress review the fulfilment of the doctoral student's individual study plan is assessed.

115. In the progress review, the credit points earned for completed courses and the credit points allocated for research are taken into account.

116. The review committee assesses the doctoral student's academic progress in research in credit points, considering the following criteria and the requirements defined by the faculty council [effective as of 01.09.2014]:

116.1. stage of the doctoral thesis;

116.2. printed publications and equivalent patents or patent applications related to the topic of the doctoral thesis that meet the requirements of clauses 16 and 17 of the Procedure for Awarding Doctorates; [effective as of 4 September 2017]

116.3. participation in conferences and seminars related to the doctoral thesis, taking into account the level of these events and the doctoral student's contribution;

116.4. other research activities related to the doctoral thesis (practical training outside the university, participation in research projects, obtaining new methods, work at the library, etc.).

117. Progress reviews are organised at least twice during the academic year: before the beginning of the autumn semester and before the beginning of the spring semester. The vice dean responsible for doctoral study issues a directive, fixing the dates of progress review in the

respective semester and approves the members of the review committee(s) for progress reviews of the autumn semester by 1 November and for progress reviews of the spring semester by 1 March. The dates of progress review are made public on the university's website. The review committee consists of at least three members who hold a doctoral degree or equivalent qualification. If the curriculum is managed by an institute, at least one member of the review committee must come from outside the institute. [effective as of 3 September 2018]

118. The progress review of a doctoral student takes place after one studied semester and after two studied semesters from matriculation, and after that, once in an academic year after one standard study year (two studied semesters) from the latest progress review of the doctoral student. The progress review does not take place during academic leave. An external student pursuing a doctoral curriculum is reviewed after two semesters of study from the admission of the external student. [effective as of 3 September 2018]

119. At least eight working days before the date of the progress review, the doctoral student submits to the review committee the report on fulfilling the individual study plan and the activity plan for the next academic year proceeding from the individual study plan signed by the student and the supervisor(s). The student enters the documents in the Study Information System. [effective as of 31 August 2015]

120. The progress review takes place at a public meeting of the review committee, attended by the doctoral students and their supervisors. If the supervisor cannot participate, he/she submits the assessment in the written form to the chair of the review committee and the doctoral student by the start of the meeting at the latest. In the case of a reasonable excuse, on the basis of the doctoral student's application, the review committee may give the doctoral student permission not to participate in the meeting.

121. On the basis of the materials submitted by the doctoral student and the results of the review meeting, the review committee gives the doctoral student credit points for research which are entered in the Study Information System within four working days. The review committee has the quorum if at least three members of the review committee, having the right to vote, attend the meeting. The member of the review committee is obliged to participate in voting except in case provided for in clause 122. The member of the review committee cannot abstain from voting. The decision is adopted if more than a half of the members of the committee with the right to vote have voted for it. [effective as of 4 September 2017]

122. If a member of the review committee is the supervisor of a doctoral student to be reviewed, he/she withdraws from taking the progress review decision on this particular doctoral student and the quorum is reduced by one.

123. The review committee gives the doctoral student recommendations for fulfilling and improving the individual study plan.

124. On the basis of the results of the review meeting, the review committee makes one of the following decisions:

124.1. to give the doctoral student a positive assessment if the student has fulfilled the requirements of at least part-time study or submitted the doctoral thesis for defence according to the procedure provided for in the Procedure for Awarding Doctorates; [effective as of 1 January 2014]

124.1¹. to give the doctoral student a positive assessment after the first semester if the student has fulfilled at least 50% of the first semester's individual plan; [effective as of 3 September 2018]

124.2. to give the doctoral student a negative assessment if the student has not fulfilled the requirements of part-time studies or if the volume of their studies and research in the

review period falls short of 50% of the volume set out in their individual plan; [effective as of 3 September 2018]

124.3. not to review the progress of the doctoral student or external doctoral student if the student did not submit the review committee the documents provided for in clause 119 by the deadline or was absent from the review meeting without the review committee's permission; [effective as of 1 September 2014]

124.4. to give the external student a positive assessment if the student has completed their individual plan at least to the extent of 50% or submitted the doctoral thesis for defence according to the procedure provided for in the Procedure for Awarding Doctorates; [effective as of 1 January 2014]

124.5. to give the external student a negative assessment if the external student has completed less than 50% of the individual plan.

124¹. If the doctoral student or external student is not reviewed pursuant to clause 124.3, the review committee is entitled to allow the doctoral student or external student to take a new progress review, in case the student had good reasons for failure to submit the documents or being absent from the meeting. A proof of good reasons is submitted to the review committee within five working days of the date of the review meeting. [4 September 2017]

125. [repealed as of 3 September 2018]

126. If the procedure of progress review has been violated, the vice rector for academic affairs can repeal the review decision and obligate the review committee to review the progress of the doctoral student anew within 14 days.

127. The doctoral student has the right to appeal the decision of the committee as provided for in clause 215.

V.6. Final exam

128. To be allowed to sit the final exam, the student must have passed all other courses of the curriculum.

129. The substantive requirements of the final exam, the requirements concerning the composition of the final exam committee and the procedure for sitting the final exam are established by the faculty council. The deadlines for sitting the final exam and the composition of the exam committee are approved by the relevant vice dean for academic affairs or head of institute. If the person completing the curriculum is granted a profession, the composition of the final exam committee must be coordinated with the profession committee. Requirements established in clauses V.3. 97, 98, 102, 103, 104, 105.3 and 105.4 do not apply to the organisation of assessment of the final exam. [effective as of 1 January 2016]

130. Final exams are assessed by the exam committee. The committee is competent to act if more than half of its members are present. Before the start of the exam, the chair of the committee announces to the examinees the date on which the results of the final exam will be released.

131. If the student fails to appear for the final exam, the entry "not present" is recorded in the exam report for that student. If the student had a good reason not to appear, that entry is deleted, provided the student submits proof of the reason to the chair of the committee within five working days from the date the exam took place. The committee may decide to allow the student proving a good reason for not appearing the final exam to take a resit at a time determined by the chair of the committee.

132. Students who failed the final exam are entitled to a single resit of that exam pursuant to the procedure established by the faculty council. [effective as of 01.09.2014]

V.7. Defences of graduation theses

133. If the requirement of the graduation from a professional higher education, bachelor's or master's curriculum is the defence of a graduation thesis, the student chooses the supervisor(s) and the topic of the thesis in collaboration with the supervisor(s). The supervisor(s) is (are) appointed by the directive of the relevant vice dean for academic affairs or head of institute at least six months before the expected defence of the thesis. The supervisor may be a person who has at least a master's degree or an equivalent level of education. If the student's supervisor does not have an employment contract with the university, a co-supervisor must be appointed from among the university's staff. [effective as of 1 January 2016]

134. The requirements for the graduation thesis, the composition of the thesis defence committee and the procedure for defence are established by the faculty council. The dates for the defence and the composition of the thesis defence committee(s) are approved by the relevant vice dean for academic affairs or head of institute that manages the curriculum. The requirements for doctoral theses and the procedure for defending doctoral theses are established by the Procedure for Awarding Doctorates. [effective as of 1 January 2016]

135. The prerequisite for allowing a thesis to be defended is that the student has completed all the other courses, unless the curriculum provides otherwise. The graduation thesis must be submitted to the defence committee by the term appointed by the faculty council or, by the decision of the faculty council, the council of the institute managing the curriculum, not later than one week before the date of defence in a duly formalised electronic version (also on paper if the faculty council so decides), along with the supervisor's consent to allow the thesis to be defended. The defender of the graduation thesis may also present the committee other materials characterising the scientific and practical value of the graduation thesis. A reviewer of the graduation thesis is appointed according to the procedure established by the faculty council. The reviewer submits a written review of the thesis to the committee and the defender at least one working day before the defence. The graduation thesis is preserved and made public pursuant to the procedure established by the rector. [effective as of 3 September 2018]

136. The graduation thesis is assessed at the public defence. To protect the confidentiality of personal data, state or business secret, or a technological solution, the vice dean for academic affairs may declare the defence closed for the public. The student's supervisor and the reviewer participate in the defence except when they have a good reason not to participate in the defence. On the basis of a reasoned request, the chair of the defence committee may allow participation in the defence via a real-time two-way audio-visual communications channel (e.g. Skype, video conference, etc.). [effective as of 1 January 2016]

137. The results of the defence of the graduation thesis are assessed by a committee. The committee is competent to act if more than a half of its members are present. The results of the defence are announced directly after the minutes of the defence have been signed, but no later than within one working day after the defence.

138. If the student fails to appear at the defence of the graduation thesis, the provisions for failure to appear at an exam apply (clause 108).

139. If the result of the thesis defence is negative, the student is entitled to a second defence pursuant to the procedure established by the faculty council. For a second defence of a graduation thesis, the committee requires the student to supplement the existing work or write a new thesis on a different topic. [effective as of 1 January 2016]

VI. Completion of studies and documents issued upon completion

140. Students who have fully completed their curricula are considered to have finished their

studies and are removed from the list of students (deleted from the matriculation register).

141. Students who have completed their curricula are issued a diploma and a diploma supplement in accordance with the procedure established by the Government of the Republic. The diploma is issued on the basis of a directive of the vice rector for academic affairs about deleting the student from the matriculation register or declaring that the external student has graduated in connection with the completion of the curriculum.

142. Students who have completed a curriculum of professional higher education are issued the professional higher education diploma and the diploma supplement in Estonian and in English.

143. Students who have completed a bachelor's curriculum are issued the diploma certifying the award of the bachelor's degree, the diploma supplement and, if the student has applied for that, the diploma supplement in English.

144. Students who have completed the master's curriculum are issued the diploma certifying the award of the master's degree and the diploma supplement in Estonian and in English.

145. Students who have completed the integrated bachelor's and master's curriculum are issued the diploma certifying the award of the master's degree and the diploma supplement in Estonian and in English.

146. Students who have completed the doctoral curriculum are issued the diploma certifying the award of the doctoral degree and the diploma supplement in Estonian and in English.

147. To qualify for a cum laude diploma (with distinction), the student must

147.1. have fully completed a professional higher education, bachelor's, integrated bachelor's and master's or master's curriculum and

147.2. have defended the graduation thesis to the grade A or received the grade A for the final exam and

147.3. have a weighted average grade of 4.60 or higher, taking all the grades on the diploma supplement into consideration.

148. Students who have completed several curricula are given the corresponding degrees. The completion of several curricula presupposes the passing of the corresponding number of final exams and/or defending substantively different graduation theses. If several curricula are completed at the same time, the student is issued a separate diploma per each curriculum completed.

VII. Deletion from the matriculation register

149. Deletion from the matriculation register means the removal of the student from the list of students.

150. On the initiative of the university, a student is deleted from the matriculation register by the directive of the vice rector for academic affairs based on the proposal of the vice dean for academic affairs or the head of finance, or on the basis of the resolution of the council that granted the student a degree, for the following reasons: [effective as of 1 January 2016]

150.1. the student has fully completed his/her curriculum;

150.2. the student's study period has expired;

150.3. the student's insufficient academic progress:

150.3.1. the curriculum is not completed to the required minimum extent by the end of the semester in cases specified in clauses 76 and 83;

150.3.2. the student has not fulfilled the part-time workload of the curriculum by the end of the standard study year;

150.3.3. [repealed as of 31 August 2015]

150.3.4. in medicine, dentistry or pharmacy studies, the student has received three negative results in the same course in any compulsory or elective course;

150.3.5. the student has received four negative results in the same course (except for the compulsory and elective courses of medicine, dentistry or pharmacy);

150.3.6. the student has failed the final exam twice or received a negative result for the second defence of the graduation thesis;

150.3.7. the doctoral student is assessed negatively at the progress review or cannot be assessed.

150.4. the first-year student (except for doctoral students) has not registered for the courses within the first two weeks of the start of the academic year, unless the student has a good reason; [effective as of 3 September 2018]

150.5. the part-time student (except for doctoral students) has not registered for courses within the first two weeks of the start of the semester, unless the student has a good reason, in accordance with clause 66; [effective as of 3 September 2018]

150.6. the first-year doctoral student has not submitted the doctoral student's individual study plan in accordance with clause 77;

150.7. the student is matriculated or rematriculated to another curriculum; [effective as of 3 September 2018]

150.8. failure to pay the tuition fee by the due date specified in the Conditions of Compensation of Study Expenses in Formal Education;

150.9. failure to complete the intensive studies of the Estonian language by the end of the standard period of study;

150.10. in doctoral studies in connection with the termination of the contract for the funding of the student place of the doctoral student;

150.11. by resolution of the vice rector for academic affairs due to improper behaviour in the following cases:

150.11.1. academic fraud, in the cases specified in clauses 203.1–203.5;

150.11.2. intentionally committed criminal offence while a student, provided the corresponding criminal conviction has taken effect;

150.11.3. forgery of documents;

150.11.4. gross violation of generally recognized norms of behaviour and academic traditions;

150.12. if the curriculum is closed and the student has not requested a transfer to another curriculum;

150.13. if a student following a joint curriculum or a cross-border curriculum that follows the principles of joint curriculum is deleted from the matriculation register of the university coordinating the joint curriculum; [effective as of 3 September 2018]

150.14. if a student who completed the last level of study abroad fails to submit the documents certifying the previous level of education by the due date specified in the admission rules.

151. Deletion from the matriculation register on the initiative of the university is effected within three weeks of the event specified in clause 150 (except for 150.8 and 150.11). Deletion from the matriculation register based on clauses 150.3.4 and 150.3.5 is effected by the end of the semester of teaching the course in which the last negative result in a regular exam was received (if a resit takes place at the beginning of the semester in accordance with clause 104, within three weeks of the resit). Deletion from the matriculation register based on clause 105.7 is effected before matriculation to a new student place. Deletion from the matriculation register based on clause 150.8 is effected within three weeks of the due date specified in the Conditions of and Procedure for Compensation of Study Expenses. [effective as of 01.09.2014]

152. If a student is to be deleted from the matriculation register due to improper behaviour, before making the decision, the vice rector for academic affairs sends the materials concerning the case of improper behaviour to the president of the student council, who submits the student council's reasoned opinion in writing to the vice rector within 14 days. If the vice rector chooses to disregard the student council's opinion, he/she submits a written justification to the student council.

153. In cases of improper behaviour specified in clause 150.11, if no directive to delete the student from the matriculation register is issued, the vice rector for academic affairs has the right to reprimand the student.

154. Deletion from the matriculation register on the student's initiative takes place by the directive of the vice rector for academic affairs on the basis of the student's application that has been approved by the programme director. The application must state the reason for applying for the deletion from the matriculation register. [effective as of 3 September 2018]

155. The university deletes student from the matriculation register by the directive of the vice rector for academic affairs based on the proposal of the vice dean for academic affairs in the case of the following events independent of the parties: [effective as of 1 January 2016]

155.1. the court has appointed the student a guardian due to the student's permanent inability to understand or control his/her actions arising from a mental illness or other mental disorder;

155.2. the student has died.

VIII. Rematriculation

156. Rematriculation means the re-entry of a person in the list of students. Rematriculation is decided by the vice rector for academic affairs on the basis of the person's application, which has been approved by the vice dean for academic affairs. A student can be rematriculated pursuant to clauses 31–36 if a student place has become vacant in the curriculum. [effective as of 3 September 2018]

157. The student can be rematriculated to the same curriculum either to the same or the next academic year in the same or the next semester in which the student was studying at the time of deletion from the matriculation register. The student cannot be rematriculated for extended time of study. The workload (clauses 78–80) is established according to the total number of ECTS earned. [effective as of 31 August 2015]

158. A student deleted from the matriculation register due to insufficient academic progress cannot apply for rematriculation before the student has fulfilled at least the requirements of part-time study (clause 80) or completed the curriculum in the minimum allowed workload (clauses 80 and 83). In medical, dentistry and pharmacy studies the student who has been deleted from the matriculation register can apply for rematriculation if he/she has completed 100% of compulsory workload of the previous semester prescribed by the curriculum. The four-time negative exam result in the course must be replaced by a positive result in the capacity of an external student or as a continuing education learner before applying for rematriculation.

159. A student deleted from the matriculation register due to improper behaviour cannot apply for rematriculation before one year has passed since deletion. A student deleted from the matriculation register due to reasons provided for in clause 150.11.2 cannot apply for rematriculation before information on the student's punishment has been removed from the punishment register.

160. Students deleted from the matriculation register due to the expiration of their study period cannot be rematriculated.

161. Students deleted from the matriculation register due to failure to pay their tuition fees by the due date cannot apply for rematriculation until any outstanding tuition fees have been paid. [effective as of 01.09.2014]

IX. Additional rights and obligations of students

IX.1. Notification

162. The university notifies the student through the Study Information System about the directives concerning the student (deletion from the matriculation register, academic leave, extension of the period of study, etc.). Directives and notifications concerning teaching and studies are sent to the student's inbox in the Study Information System, by which the university deems the notification to have been sent.

162¹. The president of the student council uses the Study Information System to inform students of the conditions of applying to and electing representatives to representative bodies of the university. [effective as of 01.09.2014]

162². Students have the right to receive a reply to their email to a teaching staff member, who teaches a course which the student takes, or to a university employee dealing with organisation of studies within three working days. [effective as of 3 September 2018]

163. Students must notify the university immediately through the Study Information System of any changes in their contact information.

IX.2. Counselling

164. Students have the right to contact the employees of the faculty, institute or college and the Office of Academic Affairs involved in advising students to get information and advice for solving problems concerning studies at the university. [effective as of 1 January 2016]

165. First-semester students of regular studies are advised by tutors. Tutors are students who have received training in advising students and provide information in matters concerning the obligations, rights and possible problems related to the student status and offer individual advising where needed. Tutors have the right to get necessary information for their work from the structural units of the university. Tutors' work is organised by the Office of Academic Affairs. [effective as of 3 September 2018]

IX.3. Giving feedback

166. For the purpose of ensuring the quality of teaching and studies, feedback is sought from students pursuant to the procedure established by the rector, using regular university-wide questionnaires.

IX.4. Study allowances

167. Pursuant to the Study Allowances and Study Loans Act, students are entitled to apply for study allowances on the terms of and in accordance with the procedure established by the law and the senate.

IX.5. Intensive study of Estonian language

168. When defining the student's level of Estonian language proficiency, the level descriptors of the Common European Framework of Reference for Languages developed by the Council of Europe must be used as a basis. Upon taking up studies in an Estonian-taught curriculum, students who have graduated from a secondary school where the language of instruction is other than Estonian or who have taken the state exam in Estonian as a second language must, before registering for the first year's courses, take the test of Estonian as the language of

instruction at the university, unless their command of Estonian is B2 or above or they have scored 80 points or more in the state exam in Estonian as a second language. [effective as of 01.09.2014]

169. If a student taking up studies in an Estonian-taught curriculum does not have previous Estonian language skills, the student must participate in the intensive Estonian language courses in the volume of 60 ECTS. Based on the result of the test of Estonian as the language of instruction, students must take intensive Estonian language courses as follows:

Test result	Volume of Estonian language courses
0–30%	30 ECTS
30–40%	18 ECTS
40–60%	12 ECTS
60–80%	6 ECTS
80–100%	Additional courses not required

170. On the basis of the result of the test of Estonian as the language of instruction, the student is assigned to an intensive Estonian language study course by the directive of the vice rector for academic affairs and the student undertakes to complete the Estonian language programme approved by the council of the College of Foreign Languages and Cultures to the prescribed extent of 6, 12, 18, 30 or 60 ECTS. The teaching of the Estonian language is organised by the College of Foreign Languages and Cultures in cooperation with the student's faculty. For students studying at Narva College, the teaching of the Estonian language is organised by Narva College. [effective as of 4 September 2017]

171. The teaching of the Estonian language is organised in parallel with the completion of the student's curriculum, unless the student does not have previous Estonian language skills. A student without previous Estonian language skills (taking intensive Estonian language courses in the volume of 60 ECTS) is not required to complete their curriculum in the first study year. By the end of the second study year such student must have completed the compulsory courses of their curriculum to the minimum extent of 30 ECTS (15 ECTS in part-time studies) and by the end of the third study year to the minimum extent of 60 ECTS (30 ECTS in part-time studies). A student taking intensive Estonian language courses in the volume of 30 ECTS is not required to complete the curriculum in the first semester, but in the second semester the student must complete courses of their curriculum to the minimum extent of 15 ECTS.

172. Upon the calculation of full-time and part-time study load as defined in clauses 79 and 80 and upon completion of the minimum prescribed volume of the curriculum as defined in clause 83, the courses of the Estonian language programme are also taken into account in case of students assigned to intensive Estonian language studies. [effective as of 31 August 2015]

173. The volume of intensive Estonian language studies determined on the basis of proficiency level must be completed by the end of the standard period of study (before defending the graduation thesis). The faculty council or college council may establish an earlier deadline for the completion of the intensive Estonian language studies. The curriculum of a student assigned to intensive Estonian language studies has been completed if, in addition to the number of credit points prescribed by the curriculum, the determined volume of the intensive Estonian language courses has been completed. If courses of the intensive Estonian language programme are included in the student's curriculum, the student is not required to take them in addition to the number of credit points of Estonian courses prescribed in the curriculum. The courses of

the intensive Estonian language programme may be used to complete the volume of the optional courses module of the curriculum. [effective as of 01.09.2014]

174. The end date of the student's study period will be postponed by the time used for the Estonian language studies depending on the volume of the language studies completed. If the volume of language studies was 6–30 ECTS, the period of study is extended by six months. If the volume of language studies was 60 ECTS, the period of study is extended by one year. The extension of the standard period of study is effected by the directive of the vice rector for academic affairs after the full completion of the Estonian language programme at the end of the standard period of study of the curriculum.

IX.6. Studying at other institutions of higher education in Estonia

175. Students are entitled to study free of charge at Estonian public universities in the capacity of visiting students (based on the protocol of the rectors of Estonian universities of 17.09.1995 entitled "Studies as a visiting student"). Studying at other institutions of higher education is regulated in cooperation agreements between educational institutions.

176. The student who wishes to study at another institution of higher education in Estonia submits to the programme director for approval a study plan specifying the courses to be completed at another institution of higher education and the courses in the student's curriculum that the student wishes to substitute. The RPL committee reviews and approves the study plan within fourteen days of its submission. The student submits an application to the vice dean for academic affairs to be registered as studying at another institution of higher education, listing the courses which he/she wishes to complete at another institution of higher education and which have been approved by the RPL committee. [effective as of 1 January 2016]

177. On the basis of the application, to which the receiving institution's consent has been annexed, the student is registered as studying at the receiving institution for up to one academic year by the directive of the vice dean for academic affairs. [effective as of 1 January 2016]

178. The dean's office of the faculty issues an evaluation sheet and, if necessary, a copy of the directive for presenting at the receiving institution. [effective as of 1 January 2016]

179. The time studied at another Estonian institution of higher education does give basis for extending the standard period of study. At the end of the student's studies at the receiving institution the student submits to the relevant vice dean for academic affairs or head of institute the certificate of the results of the exams taken. The study plan approved by the RPL committee will be updated with the study results received at the other institution of higher education the university will take into account when assessing the student's progress in following his/her curriculum to the volume agreed upon in the study plan. [effective as of 1 January 2016]

IX.7. Studying at institutions of higher education abroad

180. During studies, students may study and complete their practical training abroad

180.1. as scholarship holders of international organisations, programmes, governments, foundations and universities;

180.2. in the framework of student exchange programmes based on inter-university and international agreements;

180.3. upon personal agreement with the receiving institution.

181. Students who apply for studies abroad on the basis of inter-university and international agreements and scholarships assigned through the university take part in the respective competitions organised by the university. The vice rector for academic affairs establishes the procedure for those competitions and creates corresponding committees.

182. A student (except for doctoral students) who studies abroad for at least three months must complete courses at a foreign higher education institution to a value of at least 15 ECTS or do the practical training and apply for the recognition the studies or practical training in the completion of the curriculum. [effective as of 3 September 2018]

183. A student taking up studies abroad submits to the RPL committee for approval a study plan specifying the courses to be completed abroad and the courses specified in the student's curriculum that the student wishes to substitute. The RPL committee reviews and approves the study plan within 14 days of its submission. On the basis of the study plan, the student signs a learning agreement with the university and the receiving institution. The student submits to the vice dean for academic affairs the learning agreement, on the basis of which the student is registered as studying abroad by a directive of the vice dean for academic affairs. The directive specifies the foreign higher education institution and the programme or the cooperation agreement on the basis of which the student goes to study and the period of study at the foreign higher education institution. If necessary, the student submits an amendment to the study plan, and the parties agree on amending the learning agreement; such amendment is prepared at the beginning of the period of studying abroad in accordance with the requirements of the respective student exchange programme. [effective as of 3 September 2018]

183¹. If a student studies abroad on the basis of a transnational joint curriculum or a cooperation agreement between higher education institutions which is similar to the principles of a transnational joint curriculum, and the student is matriculated to the foreign higher education institution for the period of studying abroad, the student taking up studies abroad does not submit a study plan or study agreement. A study agreement must be submitted in case the student who goes to study abroad participates at the same time in a student exchange programme. The student is registered as studying abroad by the directive of the vice dean for academic affairs. The directive indicates the foreign higher education institution and cooperation agreement on the grounds of which the student takes up studies, and the period of studying in the foreign higher education institution. [effective as of 4 September 2017]

184. The student going to do practical training abroad concludes a training agreement with the university and the receiving institution. The student submits to the vice dean for academic affairs an agreement approved by their practical training supervisor or programme director, on the basis of which the student is registered by a directive of the vice dean for academic affairs as studying abroad for the purpose of practical training. The directive specifies the receiving institution and the programme on the basis of which the student goes to do practical training and the period of practical training. [effective as of 1 January 2016]

185. Students who have taken up studies or practical training abroad will be considered not to have interrupted their studies at the university and their standard period of study will be extended by the number of semesters spent abroad, provided that the student spends at least three months of the semester at the foreign higher education institution and the courses completed there are taken into account upon completion of the student's curriculum to the extent of at least 15 ECTS. The standard period of study is extended after the end of the study period at the foreign higher education institution. If it appears that the conditions for the extension of the standard period of study have not been met, the extension of the standard period of study is cancelled. If a student goes on an academic leave after the end of the study period abroad, the standard period of study is extended after the end of the academic leave on the basis of the student's application. [effective as of 01.09.2014]

185¹. For students who have taken up studies abroad during the semester of extension of the standard period of study or in cases specified in clause 183¹, the standard period of study is not extended by the semesters that the student studied at the foreign higher education institution.

[effective as of 4 September 2017]

186. The exams passed and the practical training completed abroad are taken into account by the university in completing the curriculum to the extent agreed upon in the study plan. The student submits the study results to the university within eight weeks of the end of the study period abroad. [effective as of 01.09.2014]

187. As a general rule, students in professional higher education, bachelor's, medical, dentistry, pharmacy study and primary school teacher training are not allowed to study abroad during the first semester of their studies. The vice dean for academic affairs may allow exceptions. [effective as of 1 January 2016]

188. A doctoral student going to study or do research abroad for at least 12 days is registered as studying abroad by a directive of the vice dean for academic affairs on the basis of the doctoral student's study plan. [effective as of 1 January 2016]

IX.8. Academic leave

189. Academic leave means a period during which the student is released from the obligation to study and do research. A student is entitled to take academic leave at their request for up to one year once per standard period of study at each level of study starting from the second semester of the first study year.

190. For health reasons confirmed by a medical certificate, a student is entitled to an additional academic leave of maximum two years in each level of study.

191. Students starting a term of service in the Defence Forces are entitled to an additional academic leave of one year on the basis of the corresponding notice from the Defence Forces.

192. A student caring for a child is entitled to an additional academic leave. A female student is entitled to take academic leave on the basis of a doctor's certificate starting from the 30th week of pregnancy until a month has passed since the estimated due date. After the birth of a child, the parents can, on the basis of a copy of the birth certificate of the child, apply for academic leave lasting until the child attains the age of three years. [effective as of 3 September 2018]

193. If the student who has been granted academic leave at their own request takes an academic leave for the reasons specified in clauses 190–192, the previous academic leave is suspended and will be continued on the basis of the student's application after the end of the academic leave granted for the reasons specified in clauses 190–192.

194. To request an academic leave or a temporary discontinuation of the leave, the student submits an application to the vice dean for academic affairs not later than the date preceding the beginning of the academic leave or its temporary discontinuation. An academic leave for health reasons can be discontinued only on the basis of a medical certificate. [effective as of 4 September 2017]

195. The end date of the study period of the student on academic leave is postponed by the duration of the academic leave. The academic leave and related extension of study period is effected by a directive of the vice dean for academic affairs. During the academic leave, the calculation of the student's standard period of study is stopped. [effective as of 1 January 2016]

196. Students on academic leave are part of the student body of the university.

197. A student cannot participate in studies or take exams or pass-fail evaluations during academic leave unless the academic leave is granted on the basis of clause 191 or the student is a parent or a guardian of a child under 3 years of age or disabled child under 16 years of age

or the student has a moderate, severe or profound disability. The university cancels the course registrations of a student going on academic leave except if the student goes on academic leave on the basis of clauses 191 and 192: to have the registrations cancelled, such student must submit a respective application with their application for academic leave. [effective as of 01.09.2014]

198. During academic leave, the student is not transferred to the next study year and the volume of studies to be completed under the curriculum is not assessed.

IX.9. Extension of studies

199. Full-time students can apply for the extension of studies (postponement of the end date of studies) to make up for insufficient academic progress for the period of 12 months on every level of studies. Part-time students have the right to extend their studies for 12 months or for the period spent in part-time study, one study year at a time, if the student has studied part time for longer than one study year. At the end of the standard period of study, the student's academic progress is assessed according to the procedure provided for in clause IV.6.2. In doctoral studies, an extension can be applied for after a positive progress review.

200. If the student on extended study period takes academic leave on grounds specified in clauses 190–192, the extension of studies is temporarily suspended and will be continued on the basis of the student's application after the end of the academic leave.

201. The extension of studies is effected by the directive of the vice dean for academic affairs on the basis of the student's application. [effective as of 1 January 2016]

202. The application for the extension of studies must be submitted before the end date of the study period.

IX.10. Academic fraud and improper behaviour

203. Academic fraud means:

203.1. in an assessment of learning outcomes, the use of any materials that the member of the teaching staff has not explicitly permitted the students to use;

203.2. illicit sharing of knowledge (e.g. prompting, copying other student's work, etc.) by students participating in an assessment of learning outcomes;

203.3. participating in an assessment of learning outcomes for another student;

203.4. submission of the written work of another person as the student's own, or the use of parts thereof without the appropriate academic reference;

203.5. second submission of the student's own work in the same or another course, except in case the teaching staff has allowed it. [effective as of 4 September 2017]

204. Improper behaviour means, in addition to academic fraud, also serious violation of generally accepted rules of behaviour or academic code of conduct, forgery of documents or an intentionally committed criminal offence by a student. [effective as of 4 September 2017]

205. If the student has committed academic fraud or otherwise behaved in an improper manner, the vice dean for academic affairs is required to [effective as of 4 September 2017]

205.1. reprimand the student, or

205.2. make a proposal to the vice rector for academic affairs for the student to be deleted from the matriculation register.

206. The faculty council may establish a procedure for processing cases of academic fraud. [effective as of 1 January 2016]

IX.11. Challenges to decisions in matters of organisation of study

207. To challenge a decision in matters of organisation of study (including an RPL decision) (except for the grade given at the final exam or thesis defence or to challenge a decision regarding tuition fee), the student contacts the person who made the decision and challenges the decision either orally or in writing within three working days after the decision was announced. The person who made the decision announces their decision to uphold or dismiss the appeal within three working days of receiving the appeal. If the person who made the decision does not change the decision, the student may submit a written appeal to the vice dean for academic affairs within three working days after the announcement of not changing the decision. The vice dean for academic affairs may convene a committee to review the appeal. The vice dean for academic affairs announces a reasoned decision to uphold or dismiss the appeal to the student within 14 days from the submission of the appeal. [effective as of 29 August 2016]

208. If the decision specified in clause 207 was made by a vice dean for academic affairs or the vice rector for academic affairs, the student contacts the respective person and challenges the decision in writing within seven days of the announcement of the decision. The vice dean for academic affairs or the vice rector for academic affairs may convene a committee to review the appeal. The vice dean for academic affairs or the vice rector for academic affairs announces a reasoned decision to uphold or dismiss the appeal to the student within 14 days from the submission of the appeal. [effective as of 1 January 2016]

209. To appeal the decision of the vice dean for academic affairs or the vice rector for academic affairs to dismiss the appeal, the student submits an appeal to the appeals committee within 30 days of the announcement of the challenged decision. [effective as of 1 January 2016]

210. The appeal committee is an independent academic body the composition is which is approved by the senate on the basis of the rector's proposal before the beginning of each academic year. The committee has eight members: four representing the teaching staff and four representing students. At least two of the teaching staff representatives must be professors. Among student representatives, each level of study must be represented by at least one student. Student representatives are appointed by the student council that submits the names of the representatives to the rector. The legal counsel for organisation of studies serves as the committee's secretary.

211. The appeals committee adopts the rules of the committee that are approved by the rector.

212. If any member of the appeals committee is a party of a dispute discussed at the committee, this member does not participate in the discussion and must not be present at the relevant meeting of the committee. In such a case, the quorum is reduced by one.

213. To solve and decide upon any appeals submitted to the appeals committee, the committee is entitled to examine any relevant documents, interview the parties of the dispute, as well as other persons connected with the dispute and the relevant employees of the university, and consult the student council, the academic affairs committee and the student adviser. The committee's decisions are valid at least six members participate in the proceeding. The decision is deemed adopted if at least $\frac{2}{3}$ of the members participating in the proceeding vote in favour of that decision.

214. The appeals committee informs the student and other parties of the dispute within 21 days from the submission of the appeal about the committee's decision: 1) the disputed decision remains in force, 2) the disputed decision is annulled and a new decision on the same matter is made, or 3) the disputed decision is annulled and sent to the person or the body who made the decision for finding a new solution. With a good reason, the appeals committee may prolong the time for processing the appeal, informing the person who submitted the appeal. The

decision of the appeals committee is not subject to further appeal at the university.

215. If a student does not agree with the grade received at the final exam or the defence of the graduation thesis, or with the decision of the review committee, the student has the right to submit a written appeal to the vice dean for academic affairs within two working days from the announcement of the results of the final exam or the graduation thesis or within seven days after the announcement of the resolution of the review committee. The vice dean for academic affairs convenes the committee for reviewing the appeal in a new composition within seven days from receiving the appeal. The committee makes a decision on the appeal within seven days from convening the committee. Minutes are recorded of the committee's meeting and the decision can be challenged by submitting an appeal to the appeals committee within 30 days. [effective as of 4 September 2017]

215¹. If a grade, incl. a grade received for final exam or the defence of graduation thesis, is appealed, the grade can be left unchanged, improved or lowered during the new assessment. If the appeal is submitted for contesting the number of ECTS given for research in the course of progress review, the committee specified in clause 215 is entitled to leave the number of ECTS given for the research the same, increase the number of ECTS given for research or decrease it. The appeals committee has no right to change the grade or the number of ECTS given for research. [effective as of 4 September 2017]

216. If a student disagrees with the decision of the vice dean for academic affairs regarding the establishment of or exemption from the tuition fee, the student has the right to submit a written appeal to the vice dean for academic affairs within seven days of the announcement of the decision. The vice dean for academic affairs informs the student of his/her reasoned decision to uphold or dismiss the appeal within seven days from the submission of the appeal. If the vice dean for academic affairs refuses to change the decision, the student may submit an appeal to the vice rector for academic affairs within seven days of the communication of the refusal to change the decision. The vice rector for academic affairs informs the student within 14 days of the submission of the appeal whether the he/she upholds the appealed decision or dismisses it and makes a new decision regarding the same matter. This decision of the vice rector for academic affairs is not subject to further appeal at the university. [effective as of 1 January 2016]

X. Implementing provisions

X.I. Implementation of the assessment system in effect before 30 August 1999

217. The following scale has been used to assess students' learning outcomes achieved before 30.08.1999:

- 217.1. grade 5 or "very good" – demonstrates thorough knowledge of the course;
- 217.2. grade 4 or "good" – demonstrates good knowledge of the course, with errors in questions of inconsequential or secondary importance;
- 217.3. grade 3 or "satisfactory" – demonstrates basic knowledge of the essentials of the course, with errors in questions of consequential and principal nature;
- 217.4. negative grade 2 or "insufficient" – demonstrates inadequate knowledge of the essentials of the course.

218. Transcripts of academic record issued to the students who have received grades under both the previous and the current grading scales show the grades in both scales (in use, respectively, before 30 August 1999 and from 30 August 1999) and include explanations about both scales.

219. The diploma with distinction (cum laude) is awarded to the students whose grades

received before 30 August 1999 are "very good" in 75% of assessments and do not include any "satisfactory" grades. The grades received starting from 30 August 1999 must meet the requirements established for granting diplomas with distinction (cum laude) in clause 147. [effective as of 2 May 2016]

X.2. Implementation of forms of study, completion of curriculum and extension of studies in effect before the 2003/2004 academic year

220. The provisions of these regulations concerning full-time and part-time study apply to the students admitted to the university starting from the 2003/2004 academic year.

221. Students admitted to the university before the 2003/2004 academic year are non-distance or distance learning students.

222. Non-distance learning is a form of study in which students are required to participate in studies at the university on an everyday basis.

223. Distance learning is a form of study where the student's everyday participation in the process of study is not necessary, contact-based study takes place during sessions, e-learning and independent work play a major role.

224. Non-distance learning students must, by the beginning of the next academic year, have earned an amount of credit points corresponding to at least 75% of the standard cumulative workload for their elapsed study period; distance learning students must have earned an amount corresponding to at least 50% of the standard cumulative workload for their elapsed study period.

224.1. Non-distance learning students are allowed to proceed to their next study year if they have earned at least 75% of the prescribed study volume of the respective study period according to their curriculum;

224.2. Distance learning students are allowed to proceed to their next study year if they have earned at least 50% of the prescribed study volume of the respective study period according to their curriculum.

225. Students are deleted from the matriculation register due to insufficient academic progress if they have earned less than 75% (non-distance learning) or 50% (distance learning) of the prescribed study volume of the respective study period according to their curriculum.

226. Students of medicine, dentistry and pharmacy must complete 100% of the workload of the compulsory courses by the end of each academic year.

227. Distance learning students may extend their studies by a total of one standard duration of the curriculum.

X.3. Implementation of the system of credit points valid before 31 August 2009

228. The credit point (CP) used before 31 August 2009 equals to 40 hours or one study week of the student's work. The study results obtained before 31 August 2009 are transferred into the European Credit Transfer and Accumulation System credit points as of 31 August 2009 – 1 credit point equals to 1.5 ECTS.

X.4. Evaluation system in force before 1 September 2010

229. The description of the evaluation system in force before 1 September 2010 is regulated in clause 8 of Minister of Education and Research Regulation no. 71 of 27 October 2009.

X.5. Specifications of the studies of students matriculated before the 2013/2014 academic year until the 2016/2017 academic year

230. [repealed as of 3 September 2018]

231. [repealed as of 3 September 2018]
232. [repealed as of 3 September 2018]
233. [repealed as of 3 September 2018]
234. [repealed as of 3 September 2018]
235. [repealed as of 3 September 2018]
236. [repealed as of 3 September 2018]
237. [repealed as of 3 September 2018]
238. [repealed as of 3 September 2018]
239. [repealed as of 3 September 2018]

X.6 Entry into force of regulations

240. The Study Regulations of the University of Tartu approved by Regulation no. 6 of the Council of the University of Tartu of 26 May 2006 and amended by Regulation no. 17 of 22 June 2007, Regulation no. 34 of 29 October 2007, Regulation no. 5 of 28 March 2008, Regulation no. 14 of 29 August 2008, Regulation no. 4 of 24 April 2009, Regulation no. 4 of 30 April 2010, Regulation no. 9 of 29 April 2011, Regulation no. 18 of 16 December 2011 and Regulation no. 15 of 15 June 2012 are hereby repealed.

241. Clause 150.3.5 of the Study Regulations applies to negative exam results obtained as of the 2007/2008 academic year; negative exam results obtained before that academic year will have no meaning for the purposes of clause 150.3.5.

242. Clause 150.9 of the Study Regulations applies to students matriculated as of the 2013/2014 academic year.

243. Clause 150.10 of the Study Regulations applies to students matriculated before the 2013/2014 academic year.

243¹. Faculty councils shall adopt the rules and decisions stated in clauses 31, 48.2, 116, 129, 132, 134, 135, 139, 173, and 206 by 1 March 2016 the latest. Until the aforementioned rules and decisions are adopted by the faculty council, the rules and decisions adopted by the council of the faculty or college which managed the respective curriculum as of 31 December 2015 shall be applied to students and external students. [effective as of 1 January 2016]

243². A student matriculated before the 2018/2019 academic year may be matriculated to only one curriculum per level of higher education at a time. [effective as of 3 September 2018]

244. This regulation will enter into force on 2 September 2013.