

**Regulations for the Bachelor of Science HES-SO  
in International Business Management**  
Version of 14 July 2014

*The Rector's Office of the University of Applied Sciences and Arts Western Switzerland (HES-SO),*

having regard to the Intercantonal Convention on the HES-SO, of 26 May 2011,  
having regard to the Regulations relating to first-cycle and second-cycle degrees  
(Bachelor's and Master's) at the HES-SO, of 15 July 2014,

*determines:*

**I. General provisions**

Sphere of  
application

**Article 1** <sup>1</sup>These regulations specify the rules relating to first-cycle and second-cycle degrees (Bachelor's and Master's) at the HES-SO for the Bachelor of Science HES-SO in International Business Management degree programme.

<sup>2</sup>They apply to all persons registered at the HES-SO and candidates for the degree of Bachelor of Science HES-SO in International Business Management.

Language of  
teaching

**Art. 2** The course is taught in English.

Type and duration  
of course

**Art. 3** <sup>1</sup>The course is taught on a full-time or part-time basis.

<sup>2</sup>In specific exceptional cases, dispensations to depart from the maximum duration of 12 semesters may be agreed by the school.

<sup>3</sup>In the specific cases referred to in paragraph 2, the request, with supporting evidence, must be sent to the school prior to the start of an academic year.

Change of  
course type

**Art. 3a** <sup>1</sup>A student may submit a request to the school to change the course type as of the start of the next semester, or as of the next academic year if the student is undertaking annual modules. The decision rests with the school, particularly concerning the terms and conditions of registration for the modules.

<sup>2</sup>Only one change of course type is permitted.

Definitions	<p><b>Art. 4</b> <sup>1</sup>The framework study plan specifies the structure of the degree programme and the distribution of the fundamental, compulsory modules and the optional modules.</p> <p><sup>2</sup>A module is a structured, coherent combination of course units aimed at the acquisition of clearly-defined knowledge and the attainment of specified pedagogical objectives, recognised by the award of ECTS credits.</p> <p><sup>3</sup>A course unit (or teaching unit) is an element of teaching or learning that has a clearly-defined duration and specified objectives, and forms part of the composition of a module.</p>
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## II. Organisation of studies

Organisational principles	<p><b>Art. 5</b> The course is built up around the skills base defined in the relevant framework study plan.</p>
Modules shared with other schools and other degree programmes	<p><b>Art. 6</b> <sup>1</sup>The course organisers may arrange modules in conjunction with other schools or other degree programmes, in particular for the main optional modules.</p> <p><sup>2</sup>In the case of relocation to undertake a period of study in another school, students remain under the responsibility of the school that is in charge of the degree programme. They must comply with the rules in force at their host school.</p>
Mobility	<p><b>Art. 7</b> <sup>1</sup>Students authorised to pursue part of their degree programme in a different university shall do so in principle for one semester.</p> <p><sup>2</sup>Students must have obtained a minimum of 60 ECTS credits before studying at a different university.</p>
Module validation	<p><b>Art. 8</b> Each module will be evaluated and awarded a numerical grade, with fractions of 1/10, on a scale of 1.0 to 6.0. 4.0 is the minimum grade for passing the module.</p>
Prerequisite for semester 3	<p><b>Art. 9</b> <sup>1</sup>In order to pursue their studies in semester 3 of the framework study plan, students must have acquired a minimum of 54 ECTS credits for full-time study, or 35 ECTS credits for part-time study. No substitution of modules may be made.</p> <p><sup>2</sup>Students who do not satisfy the conditions stipulated in the foregoing paragraph may not attend the semester 3 lectures specified in the framework study plan, and must repeat the modules failed during semesters 1 and 2.</p>

Registration for the modules and participation in evaluations	<p><b>Art. 10</b> <sup>1</sup>Students must register for all the available modules in the framework study plan.</p> <p><sup>2</sup>Once registered for a module, the student must participate in all the evaluations arranged by the school.</p> <p><sup>3</sup>Any absence from an evaluation must be supported by a doctor's certificate or appropriate official document submitted within the period specified by the school.</p> <p><sup>4</sup>In the case of unjustified absence or if the work has not been submitted within the specified period, students shall be awarded the grade 1.0 at the evaluation, and possibly for the whole module.</p> <p><sup>5</sup>In the case of justified absence, students will be called for new tests according to a time schedule set by the school.</p> <p><sup>6</sup>Any withdrawal shall be considered a failure of the module and the student will be awarded the grade 1.0 for the module.</p>
Attendance at lectures	<p><b>Art. 11</b> The conditions of attendance at lectures are set out in the school's regulations and may be specified in the module descriptions.</p>
Reassessment	<p><b>Art. 12</b> <sup>1</sup>Students who are awarded a module grade of between 3.5 and 3.9 must sit the reassessment examinations in accordance with the terms and conditions specified in the module description, unless the module description specifies that reassessment is not possible. Course units whose grades are 4.0 or above cannot be reassessed.</p> <p><sup>2</sup>A repeated module may not be reassessed.</p> <p><sup>3</sup>Students who are successfully reassessed shall be given the grade 4.0.</p>
Repetition	<p><b>Art. 13</b> <sup>1</sup>The conditions for repetition are specified in the module description.</p> <p><sup>2</sup>Only those course units whose grades are strictly below 5.0 must be repeated.</p> <p><sup>3</sup>If a course unit is not repeated, the grades obtained during the first attempt are adopted in the calculations to establish the grade for the repeated module.</p> <p><sup>4</sup>A failed module must be repeated as soon as it is offered again.</p> <p><sup>5</sup>No module may be repeated more than once.</p> <p><sup>6</sup>Failure of a repeated module will lead to exmatriculation of the student on the grounds of definitive failure.</p>

Equivalences granted to students moving from the Business Administration degree programme

**Art. 14** <sup>1</sup>Equivalences granted to students moving from the HES-SO Business Administration degree programme are specified in the implementation provisions.

<sup>2</sup>The following principles are applied:

- a module judged equivalent in the framework study plan for the feeder programme, and which was failed at the time of exmatriculation from the feeder programme, shall be attempted for the second time as part of the International Business Management degree programme;
- modules successfully completed in the feeder programme are incorporated without grades into the International Business Management degree programme.

Bachelor's thesis

**Art. 15** <sup>1</sup>Successful completion of the Bachelor's thesis earns students 12 ECTS credits. The Bachelor's thesis is generally undertaken during the final year of the course and is evaluated during the last semester of the course.

<sup>2</sup>The Bachelor's thesis is supervised by the relevant member of teaching staff and leads to the writing and defence of a report.

<sup>3</sup>The conditions of the evaluation and defence are set out in the module description.

<sup>4</sup>Students who undertake their Bachelor's thesis under the supervision of a member of teaching staff attached to another school remain subject to the rules of the school at which they are registered.

Cheating

**Art. 16** <sup>1</sup>Any cheating or attempt to cheat will lead to the award of grade 1.0 for the module in question, which means failure of that module.

<sup>2</sup>Additional sanctions, such as those provided for in the Regulations relating to first-cycle and second-cycle degrees (Bachelor's and Master's) at the HES-SO, may be decided upon by the school. In the case of a decision to dismiss the student from the degree programme, the school shall deliver its decision having consulted with the Faculty Council.

Qualification awarded

**Art. 17** Students who have obtained the required 180 ECTS credits in the allotted time shall obtain the qualification "Bachelor of Science HES-SO in International Business Management".

**Art. 18** Withdrawn.

Resuming studies (no definitive failure)

**Art. 19** <sup>1</sup>Candidates who wish to resume their studies in the International Business Management (HES-SO) degree programme within 5 years of exmatriculation from the same HES-SO degree programme for reasons other than definitive failure or disciplinary reasons must again go through the usual admissions procedure. The modules acquired during the previous registration period are deemed to have been acquired by means of equivalence for the purpose of the new registration.

<sup>2</sup>In the case of re-registration, students are only allowed one attempt to pass the previously-failed modules.

### III. Final provisions

Regulatory provisions

**Art. 20** These regulations are implemented by the school, having regard to the reference texts.

Appeals procedures

**Art. 20<sup>a</sup>** <sup>1</sup>In line with the regulations in force at the school, students may request an official decision by means of the appeals procedure.

<sup>2</sup>Students' appeals are submitted in the first instance to the competent authority as provided by the regulations in force at the school.

<sup>3</sup>In the second instance, objections to decisions on appeals may be made by applying to the HES-SO Appeals Committee.

Effective date

**Art. 21** These regulations came into force on 16 September 2013.

These regulations were adopted by decision "R 2013/20/81" of the Rector's Office of the HES-SO at the meeting of 17 September 2013.

These regulations were modified by decision "R 2014/23/79" of the Rector's Office of the HES-SO at the meeting of 15 July 2014. The partial revision came into force on 15 September 2014.

These regulations were modified by decision "R 2015/26/80" of the Rector's Office of the HES-SO at the meeting of 14 July 2015. The partial revision came into force on 14 September 2015.