

Application of teaching resources

For each programme CBS undertakes to explain that the student workload each academic year corresponds to a whole 'student working year'.

An academic year of 60 ECTS credits must correspond to a workload of 1,650 student working hours (SAT). Accordingly, we must make a calculation for the individual teaching elements (courses, projects, etc.) and thus the overall programme documenting that the total workload (scheduled lessons, exercises, own preparation, exam and preparation for exam) adds up to 1,650 student working hours per year.

Besides documenting that the programme requires a full-time effort from the students, the calculation will also clarify what is expected from the students' own efforts during the programme (preparation, assignments, etc.). For each course, the course catalogue must give an outline of the expected hourly consumption.

When planning the teaching activities and allocating the resources, the study board and the programme director are expected to ensure an optimal implementation of the individual variables. Having a large offer of teaching activities at the expense of inappropriately large classes and/or a critically low permanent staff ratio or a very high permanent staff ratio at the expense of a critically low offer of teaching activities and/or inappropriately large classes is not advisable.

The annual budget meetings between the Dean of Education and the programme management should include a discussion of whether there is realistic and credible documentation for the SAT-consumption and whether there is a balance between the regard for research base, class size and number of lessons in the application of the allocated teaching resources.

Minimum standards for lessons

As far as the lessons are concerned, the below minimum standards for the number of lessons per ECTS apply to courses without non-timetabled periods for project work or periods with a reduced provision of teaching activities due to assignments or projects, special activities requiring a lot of preparation etc.

In principle, the autumn and spring semesters include a minimum of 12 weeks of teaching (without exam and non-timetabled preparation for the exam). Quarter courses run for a minimum of 6 teaching weeks. If a semester or quarter is completed with a project etc. without timetabled teaching activities, the semester will end on the date the project is submitted. ISUP-courses are more compressed and therefore have special time frame.

A semester on a bachelor programme (30 ECTS) must consist of a minimum of 152 lessons in total, i.e. a course worth 7.5 ECTS will as a minimum include 38 lessons. The number of lessons per ECTS is a minimum of 5.

A semester on a graduate programme (30 ECTS) must consist of a minimum of 120 lessons as more preparation here than on the bachelor programmes is a precondition. Consequently, a course worth 7.5 ECTS will as a minimum include 30 lessons at master level. The number of lessons per ECTS is a minimum of 4.

Please note that those above are minimum standards and that the programmes are allowed to allocate more lessons to enhance the learning outcome. How this is best done in relation to research base and class size should be assessed by the study board and the course coordinators.

With the determination of the above minimum standards for the teaching scope, it is important to emphasise that we do not wish to limit the programmes' possibilities to ensure a sensible pedagogical

practice for the individual courses reflecting the pre-defined learning objectives. Naturally, it must be possible to have project periods without timetabled lessons or periods with a reduced offer of teaching activities due to assignments and activities that require extensive preparation. Simultaneously, we must ensure that the programmes require full-time studying and the students are expected (including all learning activities) to annually contribute a minimum of 1,650 student working hours (SAT). By virtue of the teaching efforts contributed on the basis of the allocated resources the programme will help ensure this.