

## ERASMUS MUNDUS MA CHOREOMUNDUS PROGRAMME REGULATIONS

### INTRODUCTION

*Study at the partner institutions is governed by the Consortium Agreement and Programme Regulations for the Joint Award of the degree of Master Dance Knowledge, Practice and Heritage from Norwegian University of Science and Technology, Blaise Pascal University, the University of Szeged, and the University of Roehampton London as long as the internal regulations of the participating university and/or legal regulations of the state, in which the study takes place, do not conflict.*

### TERMINOLOGY

**MODULE** means one unit of assessed learning for which transferable credits are awarded. Credits are expressed as ECTS credits. Expected student commitment on a module includes, where relevant, all classes, practical work, tutorials, assignments, private study, and assessment.

**PROGRAMME** means a group of related modules that lead to the award of the Joint Master in Dance Knowledge, Practice and Heritage.

**PARTNER** The partners are:

- Norges teknisk-naturvitenskapelige universitet (NTNU), Trondheim, Norge  
(*Norwegian University of Science and Technology (NTNU), Norway*)
- Université Blaise Pascal Clermont-Ferrand 2 (UBP), Clermont-Ferrand, France  
(*Blaise Pascal University (UBP), France*)
- Szegedi Tudományegyetem (SZTE), Magyarország  
(*University of Szeged (SZTE), Hungary*)
- University of Roehampton London (URL), United Kingdom

**TRANSCRIPT** means a detailed statement of the modules taken and the results obtained.

**DIPLOMA SUPPLEMENT** means a detailed statement, as specified by the Bologna Agreement, concerning the programme.

**DIPLOMA** means the certificate awarded to students who have successfully completed the programme.

### ADMINISTRATIVE REGULATIONS

#### 1. Modes of Study

- (a) Students are full-time students of Choreomundus.
- (b) A proposed 'Interruption of Study' must be formally notified to the Choreomundus Coordinating Administrator and the Joint Programme Board and may not normally

last for more than 12 months. Absences in excess of this amount must be registered as 'Withdrawal'.

- (c) A student must initially register for modules worth at least 60 ECTS credits in the first year.
- (d) The maximum permissible duration of study leading to an award, from initial registration to completion of Programme requirements, but excluding time spent on interruption, suspension, or withdrawal, shall be three years.

## **2. Levels of Study**

- (a) The academic standard of each module, including the standard of its assessment, shall be designated as being at Master's level.

## **3. Registration**

- (a) It is the responsibility of each student to ensure that his/her registered Programme is in accordance with these Regulations.
- (b) All students will be admitted to an approved Programme of study leading to a target award.
- (c) All students entering in August will be required to register for the modules at the point of taking them.
- (d) The target award will be assumed to be a Master's degree.
- (e) Rules for the registration and withdrawal from a module will be those of the institution offering the module.

## **4. Credit Accumulation and Transfer**

- (a) A successfully completed module earns a student a specified number of ECTS credits at Master's level.

## **5. Programme Management**

- (a) There shall be a Joint Steering Committee and a Joint Programme Board. Programme Conveners manage the programme on behalf of the Joint Steering Committee and the Joint Programme Board.
- (b) *Programme Conveners*: Each Partner shall appoint a Programme Convener who shall be responsible for the day-to-day management, administration, organisation, development, and the teaching effectiveness of the Programme and its quality assurance procedures at his/her own institution. The Programme Convener from NTNU will act as the Coordinating Convener. The Programme Conveners shall operate in accordance with the provisions set out in these Programme Regulations.
- (c) *The Joint Steering Committee*: There shall be a Joint Steering Committee, which will be chaired by the Coordinating Convener. The Joint Steering Committee shall be constituted as set out in the Consortium Agreement (clause 7.2.) and function as described in the same clause.

- (d) *The Joint Programme Board*: There shall be a Joint Programme Board, which will be chaired by the Coordinating Convener of the Lead partner – NTNU. The Joint Programme Board shall be constituted as follows:
- (i) the Programme Conveners from each of the Partners;
  - (ii) the Administrators from each of the Partners;
  - (iii) two professionals invited/appointed by the Joint Steering Committee from a list submitted by the Local Conveners in consultation with Module Coordinators;
  - (iv) the Module Coordinators within the institution where the board meeting is held;
  - (v) when asked to deal with a case of academic misconduct, there will be in addition a senior member of staff from the relevant Partner, not personally connected with the Choreomundus Programme of Study.
  - (vi) two Student Representatives, including the CEQAS Student Representative(s), representing those currently taking modules within the Programme. There should be at least one student representative per cohort of students.
  - (vii) other members of the teaching staff can be co-opted by the Board when and if necessary.
- (e) The Joint Programme Board shall meet twice a year at the end of each semester following the Examination Board at the Institution or one of the Institutions at which teaching took place.
- (f) The Joint Programme Board will receive the annual review reports submitted by the four Conveners.
- (g) The Joint Programme Board will discuss and approve any necessary changes to the academic content of the programme.
- (h) The meetings of the Joint Programme Board will have a regular agenda item for student members to represent the views of the student body.

## **ASSESSMENT REGULATIONS**

### **6. Joint Examination Board**

- (a) There shall be a Joint Examination Board/External programme supervisory board.
- (b) The Joint Examination Board shall be constituted as set out in Appendix C to these Regulations.
- (c) The Joint Examination Board shall be responsible for the assessment arrangements of all modules sponsored by the Joint Programme Board.
- (d) The Joint Examination Board shall meet following each examination period (including any resit period).
- (e) A candidate whose assessment performance has been, or is likely to be, impaired because of ill health or other reasons, must inform the Chair of the Joint Examination Board in writing at the earliest opportunity, and provide documentary evidence in support. In the case of ill health this should be a medical certificate.
- (f) The Joint Examinations Board may recommend at its own discretion the award of a mark without requiring all items of assessment to be completed, or it may require an alternative or additional form of assessment. An alternative form of assessment may be approved only where there are clearly defined mitigating circumstances preventing the normal assessment or a deferment, and where the proposed alternative assessment is capable of testing substantially the same learning outcomes as the validated assessment.

## 7. Marking and Progression

- (a) All work submitted for summative assessment must be in English. All module assessments shall consist of one final outcome (either a grade (letter grade or Pass/Fail) or percentage mark or grade depending on the university offering the module).
- (b) When a percentage is used, the pass mark is 50%, or E where it is a grade. The Student Handbook will contain a table to show equivalent marking grades used at NTNU, UBP, SZTE and URL.
- (c) In cases where a candidate has failed or deferred a particular assessment, the Joint Examination Board shall stipulate the nature and timing of the assessment and/or attendance required to pass. Such resits or deferred assessments shall normally take place at the next scheduled University examinations period. Any student who has interrupted a programme of study with resits or deferrals pending, or any student who has left the Programme as a result of programme termination, must inform the Chair of the Joint Examination Board within two weeks of the despatch of confirmed results if he/she wishes to take such assessments at the next opportunity. Students who have been suspended must ensure that all associated arrangements for resits and deferred assessments are similarly confirmed with the Chair of the Joint Examination Board.
- (d) There will be no mark reduction on retaking the assessment of a failed module. A candidate who has passed a particular module shall not be permitted to retake the assessment for that module.
- (e) A candidate who has failed a particular module but who has made a reasonable attempt to fulfil the assessment requirements for that module shall have the right to retake the assessment for that module on a maximum of two occasions only. Further retakes shall be permitted only at the discretion of the Joint Examination Board, though careful consideration will be given to offering a second resit in cases where failure on a compulsory module would result in programme termination.
- (f) Coursework may be returned to students.
- (g) Academic misconduct by students is regarded as a very serious offence. Academic misconduct in relation to assessment includes, for example: impersonation of another candidate, allowing impersonation by another candidate, copying from another person or communicating with another person (other than an invigilator) during a timed examination, introducing any unauthorised aid into a timed examination, plagiarism, unauthorised replication of a candidate's own work for different assessment tasks, a student allowing work to be plagiarised intentionally or carelessly and fabrication of results obtained from work which has or has not been carried out. Academic misconduct also includes theft, concealment or intentional damage to learning resources or facilities of any sort offered by the Partners, and all such cases shall be dealt with severely.
- (h) Cases of alleged academic misconduct of a flagrant or serious nature shall immediately be referred to the Chair of the Joint Programme Board. The candidate who is the subject of the allegation will be informed in writing of the grounds for the allegation and will be given the opportunity to make representations. The Joint Programme Board shall recommend that the case be handled in accordance with the arrangements prevalent at the partner institution - e.g. a Complaints Board

where the module is being delivered and any penalty that is imposed shall be subject to approval by all four Partners.

## **AWARD REGULATIONS**

### **8. Nomenclature of Awards**

- (a) These Regulations apply to the ***Master's Degree***, which may be conferred on eligible candidates.
- (b) Eligibility for awards depends on attainment of the minimum number of 120 ECTS credits.
- (c) There is no exit award at Postgraduate Certificate or Postgraduate Diploma for this programme.

### **9. Transcripts, Diploma Supplement and Certificates**

- (a) The award certificate shall carry the names of all Partner Universities.
- (b) Following the end of each academic year or semester, where appropriate, all students will receive a *transcript* which records all modules taken in accordance with the Partner, and, where appropriate, any award conferred.
- (c) On satisfactory completion of the degree, each student will receive a Diploma Supplement.
- (d) No student shall be entitled to the award unless all fees for residence and any other sums due to the relevant Partner have been paid and the rightful property of those Partners returned.

### **10. APPEALS and COMPLAINTS**

- (a) A candidate who believes that he/she has been incorrectly marked in a particular module, or incorrectly failed, or incorrectly programme-terminated, has in certain circumstances the right of appeal. An appeal must be about an academic decision. Details of the grounds on which candidates may appeal and of the initial procedures to be followed are set out in Appendix D to these regulations.
- (b) Pursuance of other possible grievances should follow the complaints procedure. Details of the initial procedures for complaints are set out in Appendix E.

### **11. Programme Map and Mobility of Students**

During the first academic year students are divided between NTNU (group 1) and UBP (group 2), depending on the desired supervision focus for their individual programme (more strongly oriented towards movement analysis at NTNU, more contextually and theoretically oriented at UBP). Selection for each country will be done prior to admission. Both groups will attend an intensive course in the other institution during this first year, to gain the full content of the programme. In the second academic year all students go to SZTE for their first semester and to URL for their second, the courses in the former focusing on an ethnochoreological orientation to issues of documentation and archiving, and the latter on the anthropological analyses of dance in the context of post-colonial globalisation and transnational multiculturalism.