

Ministerial Order on University Examinations (the Examination Order)

Pursuant to section 8 and section 34, subsection (1) in Act no. 403 of 28 of May 2003 on universities (the University Act) the following is stipulated:

Part 1

Areas covered by this ministerial order

1. (1) This Ministerial Order applies to university tests and examinations on bachelor and master's programmes (candidatus), as well as on master's and other part-time programmes for adults covered by the University Act, provided that the Ministerial Orders governing the specific programmes (the study programme orders) do not contain rules that differ from those laid down by this Ministerial Order.
- (2) The rules laid down in sections 22-25 apply irrespective of what is stated in the study programme orders.
- (3) The rules laid down in sections 22-25 do not apply to students admitted to a bachelor programme under the rules governing part-time programmes, cf. the Ministerial Order on part-time programmes (the part-time order).

Part 2

Objectives

2. (1) The objective of the examination is to assess whether, and to what extent, the students' qualifications comply with the objectives, competences and academic requirements stipulated for the programme in the programme order, curriculum, etc. The final test provides the basis for issuing certificates, cf. section 34, subsection (1).

Part 3

Examination types

3. (1) The examination type must reflect the objectives of the programme and ensure that an individual assessment of each student's achievements is possible.
 - (2) Tests can be organised as individual tests or as group tests. The curriculum stipulates the number of students that may participate in a group test. Separate tests and other forms of assessment may be arranged for independent students, cf. the part-time order.
 - (3) Oral group tests take the form of a discussion between the students and the internal examiner. The external examiner may also take part. The test must be conducted in a manner that allows each individual student to be examined and individually assessed.
 - (4) If written group assignments are not followed by an oral group test, the contributions of the individual students must be clearly marked to facilitate individual assessment. One external test during the programme, cf. section 6, subsection (3), may, however, be taken as a group test with joint assessment.
4. (1) The form of the tests must reflect the content and working methods of the course and may consist of:
 - 1) oral, written and practical tests,
 - 2) participation in courses, seminars, exercises, etc.,

3) combinations of nos. 1 and 2 above, or
4) project-oriented courses, possibly associated with sectors outside the university in Denmark or abroad.

(2) The curriculum may include provision for a lecture on, or an oral defence of, a paper in advance of its assessment. The assessment will be based on an overall evaluation of the written paper and the oral performance.

(3) The university may permit students to use computers during tests. The university devises the rules for computer use.

5. (1) Tests are conducted in Danish unless part of the purpose of the test is to document the students' abilities in a foreign language.

(2) If a course has been taught in a foreign language, the test will be held in that language too. The university may grant exemptions from this rule.

(3) If circumstances make it possible, the university may allow students to take a test in a foreign language but not if the test includes compulsory presentation in Danish.

6. (1) The tests are either internal or external.

(2) Internal tests are defined as:

1) tests assessed solely by teachers at the university (internal examiners), or

2) tests that are assessed by an internal as well as an external examiner who is appointed by the university from among the teachers at the university or other universities that offer the same or similar programmes.

(3) External tests are defined as tests, which are assessed by internal examiners and external examiners appointed by the Ministry of Science, Technology and Innovation.

(4) At least 1/3 of a programme's total ECTS points must be obtained at external tests. External tests must cover the important parts of the programmes, including the bachelor project, master's thesis and master's project.

(5) The teacher of the course in question assesses the student's course participation, cf. section 4, subsection (1), no. 2.

Part 4 *Assessment, etc.*

7. (1) External examiners must ensure

1) that the content of tests during programmes comply with the objectives, competences and requirements stipulated in the programme order and curriculum,

2) that tests are conducted in compliance with current rules, and

3) that students receive uniform and fair treatment and their achievements are assessed in a reliable manner that complies with the rules in the Ministerial Order on grading scales and other forms of assessment (the grading scale order).

8. (1) During the evaluation process, the external and internal examiners must make notes about the performance and their deliberations for reference in the event of an appeal. The notes must be kept for at least a year and until any appeal procedure has been completed.

9. (1) When a test has started, an assessment must be made unless the test is interrupted by an expulsion or by illness that warrants a re-examination.

10. (1) The assessment consists of a grade based on the 13-point grading scale or the assessment Pass/Fail or Approved/Not approved, cf. the grading scale order. Bachelor projects, master's theses and master's projects are assessed according to the 13-point grading scale. Course

participation etc., cf. section 4, subsection (1), no. 2, is assessed Pass/Fail or Approved/Not approved. Attendance and participation rules and limits are included in the curriculum.

(2) The assessment Pass/Fail or Approved/Not approved may only be used for tests that account for a maximum of 1/3 of the programme's ECTS points. This does not, however, apply to credits that have been transferred, cf. section 35.

11. (1) When assessing bachelor projects, master's theses, master's projects and other major written assignments, as well as their academic content, emphasis should also be placed on the students' spelling and writing skills, regardless of the language in which the assignment is written, cf. section 5. The curriculum stipulates the extent to which spelling and writing skills are weighted in the overall assessment of examination performance, but the academic content must always be weighted most heavily.

(2) Bachelor projects, master's theses and master's projects must include a summary in a foreign language. If bachelor projects, master's theses or master's projects are written in a foreign language, other than Norwegian and Swedish, the summary can be written in Danish. The curriculum stipulates the extent to which the summary will be weighted in the overall assessment of the examination performance and the language in which the summary may or must be written.

(3) The university may grant exemptions from subsection (1) for students who are able to document a relevant and specific impairment, unless assessing spelling and the ability to formulate oneself are significant objectives of the test.

12. (1) The university can stipulate rules for formulating the subject of prize papers and converting them.

(2) On specific programmes, the university may stipulate that the grade 13 is given for a prize paper, which has been awarded a gold medal if the paper is converted to a thesis.

13. (1) A test etc., cf. section 4, subsection (1), has been successfully completed when the assessment Pass, Approved or the grade 6 or higher has been awarded. Each individual test must be passed, cf. however section 14, subsection (1). It is not possible to resit successfully completed tests, including part-examinations, cf. section 15, subsection (2).

(2) The curriculum may stipulate that two or more tests must be passed during the same examination period.

14. (1) The curriculum may stipulate that two or more tests have to be passed with a particular overall grade average. In such cases, the average must be at least 6.0 without rounding up.

(2) The curriculum may stipulate that a test with grade 5 or below cannot be resat if it has been passed under the rules set pursuant to subsection (1).

(3) For tests conducted under the rules governing part-time programmes, cf. the part-time order, each individual test must be passed.

15. (1) The curriculum may stipulate that a test consists of several part-examinations.

(2) If the overall test is passed, part-examinations for which a grade 5 or below have been awarded cannot be resat.

16. (1) The curriculum may stipulate that a grade included in the average as per section 14, subsection (1), or a grade for a part-examination included in the overall grade as per section 15, subsection (1), must be at least 5 or at least 03.

(2) The curriculum may stipulate that the grades covered by section 14, subsection (1), and the grades for part-examinations covered by section 15, subsection (1), are weighted differently when the overall average and the total grade are determined.

17. (1) The overall examination result may be expressed in terms of a grade point average, cf. the grading scale order. When calculating grade point averages, subjects that use the assessments Pass/Fail and Approved/Not approved are not included.

(2) The curriculum stipulates which grades are included in the overall examination result and how the individual grades are weighted.

Part 5

Conducting tests, etc.

18. (1) If a test is only conducted once a year, students who are unable to participate because of illness must be given the opportunity to sit the test in the same examination period or in the next examination period.

(2) A student who only needs to pass one of the tests that the curriculum stipulates must be taken during the final examination period, must be given the opportunity of re-examination in the same examination period or immediately thereafter.

19. (1) Oral tests are public, cf. however, subsection (2).

(2) For oral tests, the university may limit access to the examination rooms for space reasons and individuals may be denied access or expelled if it is considered necessary in order to guarantee the necessary peace and quiet during the examination. Under special circumstances, including circumstances relevant to the individual student, the university may also grant exemptions from the rule in subsection (1).

(3) The university may make audio and/or video recordings of an oral test if such recordings are considered an integral part of the examination process.

(4) Only internal and external examiners are allowed to be present during the grading process at oral tests. The university may, however, decide to allow trainee internal examiners to observe the grading procedure.

20. (1) Tests may be held as video conferences. The university appoints or approves invigilators who must remain with the students throughout the test. The internal and external examiners may be in a different physical location than the students, but must still conduct the examination and grade the students in accordance with the appropriate rules.

21. (1) Students are entitled to make audio recordings of their own oral tests.

The first-year examination in the bachelor programme

22. (1) Students must sit the tests that the curriculum stipulates are part of the first-year examination before the end of the first year of a bachelor programme in order to continue with the programme.

23. (1) The tests at the end of the first year, cf. section 22, must be passed by the end of second year if the student is to continue with the programme.

(2) Students who have not passed the tests in compliance with subsection (1), will not be allowed to resit them, cf. section 26, subsection (1).

24. (1) For bachelor programmes that start 1 September, the result of the first attempt to pass a test, cf. section 22, must be announced to students before 1 August the following year. Students who fail the test may register for a new test in August, and the result of this must be announced to the student before the end of September.

(2) For bachelor programmes that start 1 February, the result of the first attempt to pass a test, cf. section 22, must be announced to students before 1 February the following year.

25. (1) Under special circumstances, the university may grant exemptions to individual students from the time limits stipulated in sections 22-24.

Number of examination attempts, etc.

26. (1) Students are entitled to a maximum of three attempts to pass a test, etc., cf. however section 23, subsection (2). Under special circumstances, the university may allow a fourth and fifth attempt. The question of academic aptitude must not be included in the evaluation of whether or not circumstances are special.

(2) At the third, fourth and fifth attempts to pass an internal test assessed solely by an internal examiner, students are entitled to request the presence of an external examiner.

(3) Students whose course participation is to be assessed for the second time, cf. section 4, subsection (1), no. 2, may demand to sit a test instead. At the third, fourth and fifth attempt, students are entitled to request the presence of an external examiner. A test may not replace course participation that involves practical exercises, however.

(4) Receipt by students of offers to resit tests under section 29, subsection (2-4), section 39, subsection (2), no. 3, section 40, subsection (2), no. 2, or section 48, subsection (1), no. 3, are not considered examination attempts as per subsection (1).

(5) Under special circumstances, the university may grant an exemption and allow more than five examination attempts, in particular if the student only needs to pass one test to complete the programme.

27. (1) For each individual test, the university may stipulate a deadline for registration and for withdrawal of registration.

(2) The university may stipulate that when students register for one subject element, etc., with which one or more other tests are associated, they are automatically registered for the other test or tests as well. A deadline for withdrawal of registration must also be stipulated.

(3) If a student fails to withdraw registration, the test will be included in the number of examination attempts, cf. section 26, subsection (1), unless illness prevents the student from taking part.

(4) Under special circumstances, the university may grant exemptions from the deadlines stipulated in subsections (1-2).

Information to students about examination rules

28. (1) It is the responsibility of the university to inform students of:

1) General examination rules.

2) The first-year examination on the bachelor programme.

3) Guidelines concerning illness.

4) Special examination rules for each subject element, etc., including any rules governing automatic registration for exams.

5) Consequences of failing to comply with examination rules.

6) Appeal procedures.

7) The possibility of audio recording the students' own oral tests.

8) Use of computers in examinations.

(2) The university must inform students what aids and equipment they are expected to have at their disposal during tests as well as any restrictions on the equipment they are allowed to bring with them.

(3) The information in subsections (1) and (2) must be published on the university website.

Irregularities during tests, etc.

29. (1) If the assessors become aware of significant irregularities during a test, they must inform the university immediately with a recommendation as to how the university might compensate for the problem.

(2) On receipt of the assessors' recommendation, the university may, provided the result of the assessment has not yet been announced to the student, annul the test and arrange an extraordinary re-examination.

(3) If the university becomes aware of a significant irregularity during a test at a time when the result of the assessment has not yet been announced to the student, the university may, after consulting with the person responsible for the test, annul the test and arrange an extraordinary re-examination.

(4) Similarly, if the university becomes aware of a significant irregularity during a test after the result of an assessment has been announced to the student, the university may, after consulting with the person responsible for the test, offer the opportunity of an extraordinary re-examination. The student is entitled to insist on accepting the original assessment.

30. (1) The university stipulates rules governing disciplinary measures in cases of cheating and disruptive behaviour during examinations.

Publication of the assessment

31. (1) For tests where the assessment is not announced to the student immediately afterwards, the university sets a date for the publication.

(2) The date in subsection (1) must be within six weeks of the test, cf. however section 24, and must be announced to the student at the same time as the test date, either by advertisement on university notice boards or by alternative means.

(3) Assessment of bachelor projects, master's theses and master's projects, must, however, be published within two months of submission. The month of July is not included when calculating the two-month deadline.

(4) Under special circumstances, the university may grant exemptions from the deadlines stipulated in subsections (1-3). If the assessment cannot be completed by the deadline, the university must inform the student as soon as possible, providing details of the reason and information about when the assessment will be published.

Special test conditions

32. (1) The university may arrange special test conditions for students with physical or mental impairment, for students whose native language is not Danish and for other students who face comparable disadvantages, if the university deems it necessary to provide the students concerned with equal opportunities in the test situation. Such an offer must not, however, detract from the standard of the test.

Part 6

Curriculum requirements

33. (1) The curriculum for the individual programme stipulates:

- 1) Rules governing forms of tests, including whether the test is oral or written, and whether the student is allowed to choose between several forms, plus the number of participants in group tests, cf. section 3 and section 4, subsection (1).
 - 2) Rules governing holding a lecture on, or oral defence of, a paper, cf. section 4, subsection (2).
 - 3) Rules governing the examination language, cf. section 5.
 - 4) Rules governing which tests are assessed with the help of external examiners appointed by the ministry, cf. section 6, subsections (3-4).
 - 5) Rules governing which tests are given grades and which ones are assessed Pass/Fail or Approved/Not approved, cf. section 10.
 - 6) Rules governing the extent to which students must have participated in a course when course participation is a form of examination, cf. section 10, subsection (1), final item.
 - 7) Rules governing how students' spelling and ability to formulate themselves are included in the overall assessment of the examination performance, cf. section 11, subsection (1).
 - 8) Rules governing how the summary will be included in the overall assessment of the examination performance and the language in which the summary may, or must, be written, cf. section 11, subsection (2).
 - 9) Possible rules that two or more tests must be passed in the same examination period, cf. section 13, subsection (2).
 - 10) Possible rules that two or more tests must be passed with an overall grade average, cf. section 14, subsection (1); that a test with the grade 5 or under cannot be resat, cf. section 14, subsection (2); that a grade of at least 5 or at least 03 must be achieved to be included in the average, cf. section 16, subsection (1), and that the grades are weighted differently, cf. section 16, subsection (2).
 - 11) Possible rules that a test consists of several part-examinations, cf. section 15, subsection (1), that a part-examination grade must be at least 5 or at least 03 in order to be included in the overall grade, cf. section 16, section 1, and rules that the grades are weighted differently, cf. section 16, subsection (2).
 - 12) Rules governing which grades are included in the overall examination result and how they are weighted, cf. section 17, subsection (2).
 - 13) Rules governing holding make-up exams and resits outside the ordinary examination periods, cf. section 18.
 - 14) Rules governing the timing of tests during the programme, including which tests students must sit before the end of the first year of study, cf. section 22.
 - 15) Possible rules governing special test conditions for students, cf. section 32.
- (2) The curriculum must clearly state that, under special circumstances, the university is entitled to grant exemptions from rules in the curriculum that are solely laid down by the university.

Part 7
Certificates, etc.

- 34.** (1) The university issues certificates for successfully completed programmes. Graduates must receive their certificates within two months of the last test being completed and the result published. The month of July is not included when calculating the two-month deadline.
- (2) The certificate will be in Danish, cf. however, subsection (3). In addition to the graduate's name, the date of the final examination and the name of the university, the certificate must at least state:
- 1) The subjects in which tests have been taken, or which have been documented in some other way, cf. section 4, subsection (1), and indicating the number of ECTS points.
 - 2) The assessment obtained, cf. section 10, subsection (1), and, if appropriate, the average overall examination result, cf. section 17.
 - 3) Tests for which credits have been transferred, cf. section 35.

- 4) The examination language if the test has been taken in a foreign language, cf. section 5.
- 5) The title graduates are entitled to use in Danish and English.
- (3) Graduates may request to have their certificates printed in English.
- (4) In addition to the actual certificate, the university also issues a Diploma Supplement in English based on the standard model developed by the EU Commission, the Council of Europe and UNESCO/CEPES, which describes the academic direction, content, level and objectives of the programme and provides information about the university and about the position of the university and the programme in the Danish education system.
- (5) The certificate must not contain information about special test conditions, cf. section 11, subsection (3), and section 32.
- (6) The certificate for a programme taken at multiple universities and even other educational institutions is issued by the last university at which the student was enrolled during the programme.
- (7) Students who leave a programme without completing it may request that the university issue documentation for the parts of the programme which have been successfully completed and the number of ECTS points achieved.

35. (1) If a university approves the credit transfer of a Completed/Passed/Approved subject element, etc. from a Danish or non-Danish institute of higher education, the assessment must be credited as Passed/Approved. If the element in question has been assessed according to the 13-point grading scale at both institutions, the grade must be transferred with the credit. The institutions involved may agree on an alternative procedure.

36. (1) The university must keep the information needed to issue certificates for 30 years after the completion of the examination or test. After that, the information must be filed in the State Archives.

Part 8

Examination appeals, etc.

37. (1) Appeals about tests or other forms of assessment included in the examination must be submitted to the university by the student(s) concerned. Appeals must be submitted in writing and include an explanation of the reasons for the appeal.

38. (1) The appeal must be submitted within two weeks of the assessment being published. However, calculation of the two-week period starts at the earliest from the date announced for the publication, cf. section 31, subsections (1-3).

(2) Under special circumstances, the university may grant exemptions from subsection (1).

39. (1) If the appeal is based on legal issues, the university makes the decision.

(2) The university can decide

- 1) to annul the test and arrange an extraordinary re-examination,
- 2) to arrange a new assessment,
- 3) to offer a re-examination, or
- 4) to reject the appeal.

(3) The university may decide to appoint new assessors for any new assessment or re-examination.

(4) The decision of the university can be referred to the Ministry of Science, Technology and Innovation, cf. section 57.

40. (1) If the appeal is based on

1) the basis for examination (examination questions, assignments, etc.) and its relation to the syllabus,
2) the examination procedure, or
3) the assessment,
the university must as soon as possible submit the appeal to the original assessors who consider the appeal.

(2) The assessors may

1) make a new assessment,
2) offer a re-examination, or
3) reject the appeal.

(3) The appeal can only be rejected if the assessors agree unanimously.

(4) If they disagree about whether an appeal should be rejected or a new assessment made, then a new assessment will be made. If they disagree about whether an appeal should be rejected or an offer of a re-examination made, a re-examination will be offered.

(5) If they disagree about whether a new assessment of a written performance should be made or a re-examination offered, a new assessment will be made by new assessors. If they disagree about whether a new assessment of an oral performance should be made or a re-examination offered, a re-examination will be offered.

41. (1) If it is decided to conduct a new assessment under section 39, subsection (2), no. 2, or section 40, subsection (2), no. 1, a new assessment will be made of all students whose tests was subject to the same irregularities. The university may decide to appoint new assessors to conduct a new assessment. If it is decided to appoint new assessors, all of the assessors must be replaced.

(2) If it is decided to offer a re-examination under section 39, subsection (2), no. 3, or section 40, subsection (2), no. 2, the offer will be made to all students whose test was subject to the same irregularities. The university may decide to appoint new assessors to conduct a new assessment. If the university decides to appoint new assessors, all of the assessors must be replaced. The re-examination must be conducted as soon as possible.

42. (1) Within two weeks of the assessors receiving the appeal, it must be processed and a decision announced to the university, which must then inform the complainant of the decision as soon as possible.

(2) If the appeal cannot be processed within the deadline laid down in subsection (1), the university must inform the complainant as soon as possible, providing details of the reason and information about when the appeal is expected to be processed.

43. (1) An appeal cannot result in a lower assessment than the original.

Board of Appeals

44. (1) The complainant may refer the decision of the assessors, including any new assessment, cf. section 41, to an appeals board.

45. (1) The complainant submits the appeal to the university. Appeals must be submitted in writing and include an explanation of the reasons for the appeal.

(2) Appeals must be submitted within two weeks of the complainant being informed of the decision by the assessors.

(3) Under special circumstances, the university may grant exemptions from subsection (2).

46. (1) The university sets up a board of appeals whenever necessary and as soon as possible after an appeal has been submitted. A permanent board of appeals may be established.

(2) The board consists of two external examiners appointed by the ministry, a teacher entitled to conduct examinations and a student from the subject area.

(3) The chairperson of the external examiners, cf. Ministerial Order on external examiners for certain further education programmes under the Ministry of Education (the external examiners order), appoints the two external examiners and substitutes for them. The chairperson of the external examiners can appoint him or herself as an external examiner or substitute.

(4) The university appoints the teacher entitled to conduct examinations and the student as well as substitutes for them.

(5) The chairperson of the external examiners appoints one of the external examiners as chairperson of the board. The chairperson of the external examiners may nominate him or herself as chairperson.

47. (1) For the board of appeals to be quorate, all the members must participate in its discussions and all relevant papers must be sent to all of the members. The deliberations may be in writing, including by e-mail, if the board members agree to a written procedure, cf. however subsection (2).

(2) If agreement is not reached by the board of appeals, deliberations will culminate in a meeting at which attendance is compulsory for all members. If the meeting ends with a vote, the chairperson has the casting vote.

48. (1) The board of appeals may

1) improve the grade, change Fail to Pass or Not Approved to Approved,

2) call for a new assessment conducted by new assessors,

3) offer of a re-examination with new assessors, or

4) reject the appeal.

(2) If the board of appeals decides to discuss an improvement of the grade, a change of Fail to Pass or Not Approved to Approved, the student member of the board of appeals must withdraw from the rest of the procedure.

(3) The chairperson of the external examiners appoints new external examiners, cf. subsection (1), no. 2. At least one of them must be an external examiner appointed by the ministry. New internal examiners are appointed by the university.

(4) If the board of appeals decides to improve a grade, change the result to Pass, change the result to Approved or conduct a new assessment because of one or more irregularities mentioned in section 40, the decision will apply to all students whose tests was subject to the same irregularities.

The same procedure is adopted if the Board of Appeals offers a re-examination because of one or more significant irregularities as mentioned in section 40.

49. (1) The board of appeals' decision cannot be referred to any other authority, cf. however section 55, subsection (1).

50. (1) The Board of Appeals' decision is announced to the university as soon as possible and at the latest within two months of the appeal being submitted. The month of July is not included when calculating the two-month deadline.

(2) If the appeal cannot be processed within the deadline laid down in subsection (1), the university must inform the complainant as soon as possible, providing details of the reason and information about when the appeal is expected to be processed.

51. (1) The university informs the complainant of the decision as soon as possible.

(2) Any new assessment or reexamination must be conducted as soon as possible.

52. (1) The appeal cannot result in a lower grade than the one the assessors awarded pursuant to section 40, cf. section 43.

Part 9
Other rules

53. (1) The university must respect the students' intellectual property rights to the results, products, etc. that stem from a test.

(2) If the test procedure involves parties from outside the university, including companies, institutions, etc., agreement must be reached between the university, the student and the third party about the extent to which the university, the student or the third party, as per current rules governing intellectual property rights, is entitled to use the results, products, etc. that derive from the test procedure, including whether information about the third parties that emerges in the assignment may be published.

54. (1) The student may continue the programme while the appeal is processed.

(2) Submission of an appeal under Part 8 does not have a delaying effect on the issuing of a certificate.

(3) If the examination certificate has been issued, cf. section 34, subsection (1), and the appeal results in a higher grade, the university will issue a new certificate.

55. (1) Appeals about decisions made pursuant to section 40 or section 48 may be submitted to the university, if the appeal is based on legal issues.

(2) The appeal must be submitted to the university within two weeks of the decision being announced to the student.

(3) Under special circumstances, the university may grant exemption from subsection (2).

(4) The university's decision in relation to subsection (1) can be referred to the Ministry of Science, Technology and Innovation, cf. section 57.

Exemptions

56. (1) The Ministry of Science, Technology and Innovation may grant an exemption from this Ministerial Order in unusual circumstances, except for instances where the university is entitled to grant exemptions, cf. section 5, subsection (3), section 11, subsection (3), section 25, section 26, subsection (1) and (5), section 27, subsection (4), section 33, subsection (2), section 38, subsection (2), section 45, subsection (3), and section 55 subsection (3).

Appeals against decisions by the university

57. (1) Students may refer decisions made by the university under this Ministerial Order to the Ministry of Science, Technology and Innovation if the appeal is based on legal issues. The deadline for submission of an appeal is two weeks from the day the decision is announced to the complainant.

(2) The appeal is submitted to the university, who issues a statement. The complainant must be granted the opportunity to comment upon the statement within a deadline of at least one week. The university submits the appeal to the ministry, enclosing the statement and any comments by the complainant.

Part 10
Interim Provisions and Entry into Force

58. (1) This Ministerial Order enters into force on 31 August 2004.

(2) Ministerial order no. 471 of 30 of October 1972 about prize papers at the university will be repealed on the same date.

(3) The rules in section 11a and section 11b of the Ministerial Order no. 1021 of 20 November 2000 about exams on certain further education programmes under the Ministry of Education, as amended by Ministerial Order no. 537 of 28 June 2002, remain on the statute book.

(4) The rules in section 4, subsection (3) and section 9 in the Ministerial Order no. 1021 of 20 November 2000 on exams at certain further education programmes under the Ministry of Education, as amended by Ministerial Order no. 537 of 28 June 2002, still apply to the extended Master's programme in the humanities, as long as Ministerial Order no. 169 of 15 of March 1995 on humanities programmes at the universities applies to the extended Master's programme in the humanities, cf. section 77, subsection (6), section 78, subsection (1), no. 17, section 78, subsection (2), in Ministerial Order no. 338 of 6 May 2004 on the bachelor and master's programmes (candidatus) at the universities (the study programme order).

(5) Ministerial order no. 1021 of 20 November 2002 on exams at certain further education programmes under the Ministry of Education, as amended by executive Ministerial Order no. 537 of 28 June 2002, still applies to cases raised and tests started before 31 August 2004.

The Ministry of Science, Technology and Innovation, 19 August 2004

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