

D7.3.RUN-EU DOUBLE DEGREE PROGRAMMES 2ND EDITION

December 2023

Partners Responsible: WP-Lead: Vorarlberg University of Applied Sciences; Co-Lead: Technological University of the Shannon: Midlands Midwest and Häme University of Applied Sciences

WP-Members: Polytechnic of Cávado and Ave, Polytechnic of Leiria, Széchenyi István University; NHL Stenden University of Applied Sciences

WP-Inter University Recognition Team Lead: NHL Stenden University of Applied Sciences

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1. Short Introduction

The aim of this deliverable is to present the results regarding the development of Double Degree Programmes (DDPs) within the pilot phase of RUN-EU. The development of Double Degree Programmes is an ongoing process that will not stop with the conclusion of the pilot phase. Overall, nine Double Degree Programmes were fully developed and implemented (see 3.1). The preparation of one is at very advanced stage and further 12 are in preparation (see 3.2).

Goal of D7.3

Year 1: 4 Double Degrees in preparation and strong focus on D7.1 and D7.2, in this way laying the foundation stone for development of Collaborative Degree Programmes and supporting initiating further negotiations (e.g., through Online Group Exploratory Missions)

Year 2: 4 signed, 6 in preparation.

Year 3: 10 signed, 12 in preparation.

The Double Degree Programmes will be offered in English and National languages.

Double Degree Programme definition clarification in the RUN-EU Alliance

Chapter 1.2 of the report D7.2 outlines the rationale of the Higher Education Institutions (HEI) participating in RUN-EU Alliance decision to focus on the development of DDPs consisting of the criteria listed below.

- Double Degree Programmes in the context of the RUN-EU Alliance
- 2 separate developed and separate accredited curricula
- 2 separate examination regulations
- 2 separate degrees and degree certificates
- Mutual components and mutual recognition
- DDP agreement

These Double Degree Programmes were based on bilateral agreements between the universities involved and are coordinated, not integrated programmes (= no Joint Programmes according to the official definition of Joint Programmes).

In preparation for Double Degree Programmes, numerous steps have been taken by the WP7 Work Group as well as Inter University Recognition Team (IURT) to establish a solid foundation for development.

To highlight some key points: Guidelines and a practical toolkit with user-friendly checklists were developed (D7.1). Comprehensive research was conducted on relevant national and European legislation and regulations affecting RUN-EU Collaborative Degree Programs, along with recommendations for a quality assurance and academic regulation framework (D7.2). Several steps were taken to bring stakeholders together, establish contact, and build mutual trust, including Group Exploratory Missions where more than a total of 300 relevant stakeholders participated (detailedly described in D7.5). One of the elements of the project proposal was to set up an Inter University Recognition Team (IURT). This team was established in year 2 of the

project and was very successful in creating a clear manual on recognition of learning within the alliance, to the extent that the recognition manual was brought in as an extra deliverable (D7.6).

2. RUN-EU DDP Development Timeline

Below, a detailed timeline is presented to highlight the most significant developments, showcasing the extensive efforts undertaken to realize the RUN-EU Double Degree Programmes. Given that the alliance comprises predominantly universities of applied sciences, it is essential to acknowledge that the level of experience in collaborative initiatives was initially limited among the partner institutions. Recognizing this, the collaborative journey involved a concerted effort to build expertise, foster collaboration, and overcome challenges unique to the creation of Double Degree Programmes within this specific academic context. The timeline serves as a testament to the dedication and progress made by the alliance in navigating and addressing these challenges, ultimately culminating in the successful development and signing of nine Double Degree Programmes (for more details, refer to the appendix). Additionally, negotiations are currently underway at an advanced stage for the tenth programme, specifically the Double Degree Programme at the master's level in Computer Vision & Data Science (NHL Stenden) and Computer Science (FHV) (for more details, refer to section 3.1).

20/21



M1-12

- Researching, compiling, and understanding the national and institutional framework conditions in participating countries
- Understanding the framework conditions for DDP development in the context of different countries and respective higher education systems

M7-8

- Bringing relevant stakeholders together (Online Group Exploratory Missions)

21/22



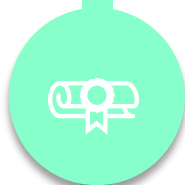
M13-17

- Preparations of Group Exploratory Missions (concept, scheduling etc.) Understanding the framework conditions for DDP development in the context of different countries and the respective higher education systems

M17-23

- Bringing relevant stakeholders together within Group Exploratory Missions and bilateral exploratory missions

22/23



Per DDP

- Check of course contents of the degree programmes, mutual recognition, possibilities for mobility periods, and analysis of specific graduation requirements (2 months)
- Comparison of curricula (1 month)
- Negotiation of the academic aspects such as learning paths, details of the courses required to be completed at the respective partner university, clarification of the student mobility periods, etc. (3 months)
- Negotiation of the organisational aspects such as compatibility of the academic calendars, graduation requirements, financial and organizational aspects, services offered for students at each institution, admission, and selection procedures (6 months)
- In the case of some universities – internal confirmations by different boards (up to 3 months)
- Preparation of the agreement (1 month)

3. DDP Agreements

3.1. Concluded DDP Agreements

The DDP Agreements below were concluded and are operational. In Annex 1 two examples of DDP agreements are included for reference, one at master's level, and one at bachelor's level.

- Masters in Tourism Management (SZE) and Sustainable Tourism Management (IPL)
- Masters in Electronics Engineering and Computers (IPCA) and Mechatronics (FHV)
- Bachelors in International Business (FHV) and International Business (HAMK)
- Masters in Electrical and Electronic Engineering (IPL) and Mechatronics (FHV)
- Bachelors in Mechanical Engineering (IPL) and Mechatronics (FHV)
- Masters in International Management and Leadership (FHV) and Management in Sustainable Business (HAMK)
- Masters in Informatics Engineering (IPCA) and Computer Science (FHV)
- Bachelors in InterMedia (FHV) and Smart and Sustainable Design (HAMK) **with two different study paths within the Double Degree Programme-Agreement**

The mentioned Double Degree Programme agreement still in negotiation at the final stage at master's level in Computer Vision & Data Science (NHL Stenden) and Computer Science (FHV). The programme comparison and alignment have taken place, and the teams are ready to go. The reason for not yet concluding the agreement lies in two contradictory financing structures. NHL Stenden is obliged by national law to charge tuition fees, whereas FHV not allowed to ask for any tuition fees. As this is a matter of national competence and regional politics, we were unable to resolve this issue within the time frame of the pilot phase of RUN-EU. The teams are looking at ways to collaborate and the aim is still to come to a solution in the longer term.

3.2 Double Degree Programmes in preparation

As outlined in the project proposal, in the 3rd year of the pilot phase we are preparing further twelve Double Degree Programmes. Below is the list of Programmes currently in negotiations and preparations of the DDP-Agreement. Several of listed below negotiations are taking longer than anticipated due to differing national regulations for which a solution has not yet been found – particularly those involving the participation of TUS and NHL Stenden. We are diligently working to find solutions and common ground so that all negotiations on the list will be concluded soon.

1. Bachelors in Mechanical Engineering (TUS) and Mechanical Engineering (IPL)
2. Bachelors in European Studies (NHL Stenden) and International Relations (SZE)
3. Bachelors in Mechatronics (FHV) and Vehicle Engineering (SZE)
4. Masters in Fine Art (TUS) and Fine Arts (IPL)
5. Masters Computer Engineering (IPL) and Computer Science (FHV)
6. Masters in Interdisciplinary Design (TUS) and Graphic Design (IPL)
7. Masters in International Business (IPL) and Strategic Management and Marketing (TUS)
8. Masters in Informatics Engineering (IPCA) and Software Engineering (TUS)
9. Masters in Digital Marketing (TUS) and Content & Media Strategy (NHL Stenden)
10. Electrical and Automation Engineering (HAMK) and Electrical and Computer Engineering (IPCA)
11. Masters in Tourism Management and Destination Leadership (TUS) and Tourism Management (SZE)
12. Masters Tourism Management (IPCA) and Tourism Management (SZE)

4. Outlook/Conclusion

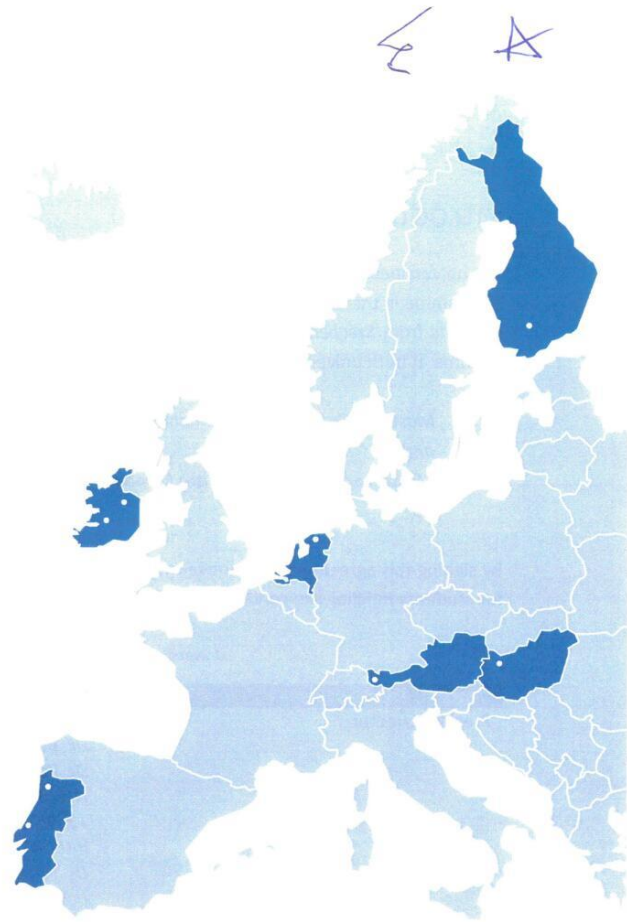
The engagement during the pilot phase of the Double Degree Programmes marked a substantial acquisition of knowledge and competence within our European University. We are optimistic that this foundation will propel us to even greater achievements in the upcoming RUN-EU 2.0. As we reflect on our journey, we identify the Group Exploratory Missions as our most significant success and a best practice that we aim to carry forward into RUN-EU 2.0.

Building upon the success of the Group Exploratory Missions in pilot phase, which served as a catalyst for various forms of collaboration, RUN-EU 2.0 will introduce European Programme Academy Missions (EPA-Missions). One of the objectives is to enhance stakeholder involvement in these missions, driven by our experience and learnings from the pilot phase. While Group Exploratory Missions primarily focused on the participation of academic staff, researchers and programme directors, the EPA-Missions in Phase 2 will broaden their scope to include Associate Partners representing the diverse RUN-EU regions, as well as administrative staff and students. This expansion is designed to foster a more comprehensive and inclusive approach to collaboration within the alliance.

On the journey of developing Collaborative Degree Programmes, we have identified numerous national challenges. The specific challenges arising from diverse national frameworks have been addressed within the scope of RUN-EU in the deliverables D7.2, D7.5 as well as in the survey of European Commission known as “Monitoring Framework”, conducted in the fall of 2023. We see a clear need for further harmonisation processes within the European Higher Education Area to enable European University Alliances to explore their full potential.

4. Annex: Double Degree Programme Agreements

4.1 DDP-Agreement at master's level in Tourism Management (SZE) and Sustainable Tourism Management (IPL)



AGREEMENT ON DOUBLE DEGREE PROGRAMME

*Between Széchenyi István University and Polytechnic of Leiria
concerning the
Tourism Management MSc degree programme and Sustainable
Tourism Management degree programme*

Valid as of 14.09.2022



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Erasmus+ Programme
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Introduction

The universities *Széchenyi István University* and *Polytechnic of Leiria* agree to launch a Double Degree Programme in the field of *Tourism Management*. Within this RUN-EU Double Degree Programme, the students from *Széchenyi István University* and *Polytechnic of Leiria* complete a Double Degree Programme at both universities in the following degree programmes:

Master in Tourism Management degree programme, 120 ECTS, Széchenyi István University
and
Master in Sustainable Tourism Management degree programme, 120 ECTS, Polytechnic of Leiria

By signing this agreement, the above-mentioned institutions agree to issue national degree diplomas for students fulfilling the conditions set forth in this agreement.

University information and contact persons

University Széchenyi István	
President/rector	Dr. Filep Bálint, President Dr. Baranyi Péter Zoltán, Rector Dr. Kovács Zsolt, Chancellor H 9026 Győr, Egyetem tér 1. +3696 503 400 international@sze.hu
Head of study programme	Dr. Happ Éva, Programme Supervisor, Department of Tourism and Hospitality,
International Office	Szüle Bálint(Head of Centre of International Programmes, szule.balint@sze.hu +3696 613 750
University xxx	
President/rector	Rui Pedrosa, President R. Gen. Norton de Matos, Apartado 4133, 2411-901 Leiria, Portugal presidencia@ipleiria.pt +351 244 830 010
Head of study programme	João Paulo Jorge, Programme Director, ESTM, Campus 4, Rua do Conhecimento, 4, 2520-614 Peniche – Portugal, jpjorge@ipleiria.pt +351 963 332 886
International Office	Alexandre Soares, Head of International Cooperation



*R. Gen. Norton de Matos, Apartado 4133,
2411-901 Leiria, Portugal
alexandre.soares@ipleiria.pt
+351 244 830 010*

Management and Coordination of the Double Degree Programme

The partner universities will manage and coordinate the Double Degree Programme. For this purpose, each university will nominate a contact person responsible for the DD Programme. It is expected that the person is or reports to the Head or the Director of the Degree Programme. The Appendix I on programme structure and the modules is validated yearly by the assigned person responsible for the DD Programme.

The partner universities commit to implement regular evaluation according to the RUN-EU guidelines.

Number of Students

A maximum of *10 students* per institution is accepted.

Programme Language

All study courses are taught in English. The applicants must have an English proficiency equivalent to level B2 or higher of CEFR (Common European Framework of Reference for Languages). This must be proven by a language test, e.g., TOEFL, IELTS, Cambridge ESOL, CEFR or equivalent. As an equivalent, a certificate from the university's English language teacher is also acceptable.

- Proof of English proficiency is also considered fulfilled if the applicant obtained their qualification for university entrance in English, and/or has completed a first academic degree in English, and/or speaks English as a native language.

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered to the Double Degree Programme participants. The additional course offerings are listed in the Annex.

Tuition Fees and Other Charges

The RUN-EU double degree programme students will be subject to the normal regulations of the host institution. When applicable, the students pay the tuition fees to their home institution during the double degree studies period in the host institution.



There will be no other charges between the institutions. Students are themselves responsible to cover their own living and accommodation costs.

Student Application, Prerequisites and Selection

Students will submit their applications for Double Degree Programme according to the instructions of their home institutions. The home institution nominates the students to the host institution. The host institution provides relevant information regarding the application process.

Required application documents:

- Transcript of Records (ToR)
- Motivation letter
- Learning Agreement

To fulfil the application requirements, the applicants must have an adequate study performance at BSc level and must fulfil the required language skills.

- *Széchenyi István University: Bachelor's degree relevant for the Master studies*
- *Polytechnic of Leiria: Bachelor's degree relevant for the Master studies*

The selection is made by the Head or the Director of the Degree Programme of the home university, based on the application documents.

Enrolment and Registration

Home University: Students remain enrolled at their home institution during their study at the host university and they must re-register independently each semester at the home institution.

Host University: Students following the common model curriculum are required to enrol at the host university prior to commencing their studies, during the dedicated enrolment period of the host institution, and will be subject to the normal regulations of the institution.

At the end of each semester, the institutions will inform each other of the student's progress: courses completed during the semester will be registered by both institutions in the student information system.

Students in the Double Degree Programme must take out compulsory insurance (health insurance, liability insurance) in accordance with the laws and regulations in force in the country where they are staying.

Double Degree Programme Structure

The degree programme structures of the degree programmes in the scope of Double Degree Programme as determined in this agreement are described in Appendix 1. The Appendix 1 is reviewed and

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updated when necessary each academic year by the contact person responsible for the DD Programme.

Academic years	Széchenyi István University students		Polytechnic of Leiria university students	
1 st year	autumn semester (September-January: lecture time + exam period)	Acquired at home university (26 ECTS)	autumn semester (September-January: lecture time + exam period)	Acquired at home university (30 ECTS)
	spring semester (February-June: lecture time + exam period))	Acquired during DD Programme at host university (35 ECTS=Recognised: 50 ECTS at home university)	spring semester (February-June: lecture time + exam period)	Acquired at home university (30 ECTS)
2 nd year	autumn semester (September-January: lecture time + exam period)	Acquired at home university (30 ECTS)	autumn semester (September-January: one of the 3 options: thesis, internship, or project/business plan)	Acquired during DD Programme at host university (30 ECTS)
	spring semester (February-June: lecture time + exam period))	Acquired at home university (14 ECTS)	Spring semester (February-June: one of the 3 options: thesis, internship, or project/business plan + public defence)	Acquired at home university (30 ECTS)
TOTAL	120 ECTS		120 ECTS	

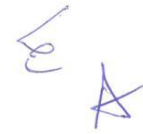
Depending on the national and the institutional requirements, the students are required to study 1 semester at the host university and meet the academic criteria.

In order to obtain the *Master of Tourism Management degree from Széchenyi István University, Polytechnic of Leiria* students must:

- Obtain 120 ECTS credits at Master level (including Thesis)
- Write a thesis/degree project of 15 ECTS at Master Level. The thesis is written in English.
- **In order to receive a diploma from SZE, the student must take the complex exam and do the corresponding defence in person at SZE and Polytechnic of Leiria in alternating years to which both institutions must provide members of the final exam committee.**

In order to get the *Master of Sustainable Tourism Management degree from Polytechnic of Leiria, Széchenyi István University* students must

- Obtain 120 ECTS credits at Master level (including Thesis)
- Take the courses Seminar I and Seminar II (5 + 5 ECTS)
- **In order to receive a diploma from Polytechnic of Leiria, the student must take the complex exam and do the corresponding defence in person at SZE and Polytechnic of Leiria in alternating years to which both institutions must provide members of the final exam committee.**



Completed Degree

Final degrees will be awarded after the student has successfully completed the required studies in each university. Each university will issue a diploma based on the forwarded transcript of records from the home institution added by the courses passed at the host institution, showing that the student has passed all required courses. At the end the students will have two degrees. The titles of degrees are:

Economist in Tourism and Management
Master in Sustainable Tourism Management

Upon graduation, the student will receive the Degree Certificates, Transcripts of Records (includes the recognition of the studies undertaken) and Diploma Supplements (includes the information of the Double Degree Programme).

Applicable Law and Settlement of Disputes

In the event of difficulties in interpreting or implementing the agreement, the institutions concerned shall endeavor to settle their dispute amicably. The legal remedy should be the last resort after all other remedies have been exhausted. In this case, the litigation shall take place at the defendant's place of jurisdiction.

Students are required to comply with local regulations. In case of a complaint, the conflict between the university concerned and the student will be resolved in accordance with local regulations.

Data Protection

The parties process the data required for the processing and execution of the stay abroad in compliance with the data protection regulations, in particular the EU Data Protection Basic Regulation (DSGVO) and the data protection laws based thereon. The respective partners themselves are responsible for the data protection lawfulness of the processing of personal data and the fulfilment of the associated obligations.

Duration and Termination of the Double Degree Programme

This agreement shall enter into force upon its signature and shall initially apply for 2 years from the date of its entry into force. After the expiry of this period of 2 years, the agreement shall continue in 4 year periods, if not terminated. The agreement can be amended by written amendments signed by both universities.

Any institution may request termination of the contract, but only if the partners are informed in writing of the decision within six months.

If this agreement is terminated, the participating institutions shall ensure that students who have already begun their studies at the time of termination of the agreement can complete them in accordance with the provisions of this agreement.

Dates and Signatures

In Barcelos, 14th September 2022

Dr. FILEP Bálint
President
Széchenyi István University, Hungary,

Rui Filipe Pinto Pedrosa
President
Politécnico de Leiria

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Agreement Appendix

The Appendix 1 is reviewed and updated when necessary each academic year by the contact person responsible for the DD Programme.

SZE - IPL Double Degree Programme in Tourism Management MSc							
1.		2.		3.		4.	
Subject (HU)	PT	Subject (PT)	HU	Subject (HU)	PT	Subject (HU)	PT
Methodology of Advanced Tourism Research		Tourism Products Management	Gastronomic management; Regional Tourism Area-development and Management; Tourist Routes in International Tourism	International Hotels Management		Business Statistics and Data Mining	
	Research Methodologies						Research Methodologies
Business and Competition Law		Tourism Projects Management	Organising of Regional Tourism Projects; Tourism Area-planning and its Institutional and Legal System; Process Management	E-marketing in Tourism		Leadership and Organizational Communication	
	Tourism Strategy and Policy						Tourism Strategy and Policy
Resources management of non-profit sector		Budget & Financial Management	Advanced Corporate Finance; Financial Issues and Entrepreneurial Forms in Tourism	Attraction and Visitorsmanagement	Optional subject	Thesis Consultation II. (Master Programme)	
	Economics of Tourism						Project/Thesis
Marketing Management		TourismMarkets	Tourism-destination Management and Marketing; Planning and Resources of Integrated Marketing Communication	Thesis Consultation I. (Master Programme)		Hungarian Language and Culture 2.	
	Quality Management in Tourism, Seminar I.						
Advanced Strategic Management	Tourism Strategy and Policy	Tourism & CulturalHeritage	Cultural and Creative Tourism	Hungarian Language and Culture 1.			
Theories of Economics	Economics of Tourism	Seminar II	Optional subject				
		Environmental Tourism & Sustainability	Optional subject				

Conversion Table of Grades

Széchenyi István University: grades		5 (excellent)	4 (good)	3 (satisfactory, average)	2 (sufficient, pass)	1 (insufficient, fail)	<< failed
Polytechnic of Leiria: grades		18-20	15-17	13-14	10-12	0-9	<< failed

The Transcript of Records is produced in the valid grading system of the respective institution. The conversion necessary to produce the diplomas is carried out by the study secretariats or examination offices of the respective degree program at both institutions. Students are responsible for sending the required Transcript of Records to the relevant study secretariats and examination offices.

Failure to Pass an Examination

The student regulations of the institute at which the student is studying at the moment apply.

4.2 DDP-Agreement at master's level in Electronics Engineering and Computers (IPCA) and Mechatronics (FHV)



Vorarlberg University of Applied Sciences, Austria (FHV)

CEO	Mag. Stefan Fitz-Rankl, CEO Hochschulstrasse 1, 6850 Dornbirn, AT Email: stefan.fitz-rankl@fhv.at Phone: + 43 5572792 2001
Head of study programme	Dipl.-Ing. Dr. Johannes Steinschaden Programme Director Mechatronics Master Hochschulstrasse 1, 6850 Dornbirn, AT Email: johannes.steinschaden@fhv.at Phone: +43 5572 792 5001
International Office	Katharina Devich Head International Office Hochschulstrasse 1, 6850 Dornbirn, AT Email: katharina.devich@fhv.at Phone: +43 5572 792 1201

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Management and Coordination of the Double Degree Programme

The partner universities will manage and coordinate the Double Degree Programme. For this purpose, each university will nominate a contact person responsible for the DD Programme. It is expected that the person is or reports to the Head or the Director of the Degree Programme. The Appendix I on programme structure and the modules is validated yearly by the assigned person responsible for the DD Programme.

The partner universities commit to implement regular evaluation according to the RUN-EU guidelines.

Number of Students

A maximum of 3 students per institution is accepted.

Programme Language

All study courses are taught in English. The applicants must have an English proficiency equivalent to level B2 or higher of CEFR (Common European Framework of Reference for Languages). This must be proven by a language test, e.g., TOEFL, IELTS, Cambridge ESOL, CEFR or equivalent. As an equivalent, a certificate from the university's English language teacher is also acceptable.

Proof of English proficiency is also considered fulfilled if the applicant obtained their qualification for university entrance in English, and/or has completed a first academic degree in English, and/or speaks English as a native language.



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Other support DEAD

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Introduction

The universities Instituto Politécnico do Cávado e do Ave, Portugal (IPCA) and Vorarlberg University of Applied Sciences (FHV) agree to launch a Double Degree Programme. Within this RUN-EU Double Degree Programme, the students from IPCA and FHV complete a Double Degree Programme at both universities in the following degree programmes:

- Masters in Electronics Engineering and Computers, 120 ECTS, Instituto Politécnico do Cávado e do Ave, Portugal (IPCA)
- and*
- Master Mechatronics, 120 ECTS, Vorarlberg University of Applied Sciences, Austria (FHV)

By signing this agreement, the above-mentioned institutions agree to issue national degree diplomas for students fulfilling the conditions set forth in this agreement.

University information and contact persons

Instituto Politécnico do Cávado e do Ave, Portugal (IPCA)

President/rector	Maria José Fernandes Serviços Centrais do IPCA Campus do IPCA, Edifício C Av. Professor Doutor João Carvalho 4750 - 810 Vila Frescaíinha S. Martinho 4750-810 Barcelos I Portugal Email: gapresidencia@ipca.pt Phone: +351 253 082 191
Head of study programme	Nuno Dias, PhD Programme Director of the Masters in Electronics Engineering and Computers Campus do IPCA - Lugar do Aldão, 4750-810 Vila Frescaíinha (São Martinho) Email: ndias@ipca.pt
International Office	Paula Tavares Vice-President for Internationalisation, Communication and Culture Campus do IPCA – Edifício P Vila Frescaíinha S. Martinho 4750-810 Barcelos I Portugal Email: gri@ipca.pt Phone: + 351 253 802 207

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered to the Double Degree Programme participants. The additional course offerings are listed in the Annex.

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Tuition Fees and Other Charges

The RUN-EU double degree programme students will be subject to the normal regulations of the host institution. When applicable, the students pay the tuition fees to their home institution during the double degree studies period in the host institution. Since the students remain enrolled at their home institution, in addition to the normal tuition fee, the following administrative or service fees apply:

IPCA students at host university FHV are required to pay

- Membership fees for the Österreichische HochschülerInnenschaft (Austrian National Union of Students). Currently this fee is 21,20 Euros per semester.

FHV students at IPCA are required to pay

- School insurance. Currently, the cost is 3,00 Euros per year.
- Degree Certificate (including Diploma Supplement). Currently this fee is 50 Euros.

Besides the fees listed above, there will be no other charges between the institutions due to these arrangements. Students are themselves responsible to cover their own living and accommodation costs.

Student Application, Prerequisites and Selection

Students will submit their applications for Double Degree Programme according to the instructions of their home institutions. The home institution nominates the students to the host institution. The host institution provides relevant information regarding the application process.

Required application documents:

- Transcript of Records (ToR)
- Motivation letter
- Learning Agreement

To meet the application requirements, the applicants must have an adequate study performance at the home university and must have the required language skills. The applicants must have successfully passed all studies at the home university as follows:

- IPCA: 1 year / 60 ECTS
- FHV: 1 year / 60 ECTS

The selection is made by the Head or the Director of the Degree Programme of the home university, based on the application documents.

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Enrolment and Registration

Home University: Students remain enrolled at their home institution during their study at the host university and they must re-register independently each semester at the home institution.

Host University: Students will be enrolled at the host university during their stay and will be subject to the normal regulations of the institution.

Students in the Double Degree Programme must take out compulsory insurance (health insurance, liability insurance) in accordance with the laws and regulations in force in the country where they are staying.

Double Degree Programme Structure

The degree programme structures of the degree programmes in the scope of Double Degree Programme as determined in this agreement are described in Appendix 1. The Appendix 1 is reviewed and updated when necessary each academic year by the contact person responsible for the DD Programme.

Depending on the national and the institutional requirements, the students are required to study 2 semesters at the host university and meet the academic criteria.

In order to obtain the Master Degree in Electronics Engineering and Computers from IPCA, FHV students must

- Obtain 60 ECTS credits at Master level from FHV and 60 ECTS from IPCA
- Write a Master thesis. The thesis is written in English. Master thesis will be supervised and graded by IPCA and FHV. Final presentation at IPCA will be recognized as final exam from FHV.

In order to get the Master Degree Master Mechatronics from FHV, IPCA students must

- Obtain 60 ECTS credits at Master level from IPCA and 60 ECTS from FHV
- Write a Master thesis. The thesis is written in English. Master thesis will be supervised and graded by IPCA and FHV. Final exam at FHV will be recognized as final presentation from IPCA.

Academic years	IPCA students		FHV students	
1 st year	Autumn semester (September – January)	Acquired at IPCA 30 ECTS	Autumn semester (September – February)	Acquired at FHV 30 ECTS
	Spring semester (February – June)	Acquired at IPCA 30 ECTS	Spring semester (March – July)	Acquired at FHV 30 ECTS
2 nd year	Autumn semester (September – February)	Acquired at FHV 30 ECTS	Autumn semester (September – January)	Acquired at IPCA 30 ECTS
	Spring semester (March – July)	Acquired at FHV 30 ECTS	Spring semester (February – June)	Acquired at IPCA 30 ECTS
TOTAL	2 years / 120 ECTS		2 years / 120 ECTS	

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Completed Degree

Final degrees will be awarded after the student has successfully completed the required studies in each university. Each university will issue a diploma based on the forwarded transcript of records from the home institution added by the courses passed at the host institution, showing that the student has passed all required courses. At the end the students will have two degrees. The titles of degrees are:

- IPCA: Masters in Electronics Engineering and Computers
- FHV: Master of Science in Engineering (MSc)

Upon graduation, the student will receive the Degree Certificates, Transcripts of Records (includes the recognition of the studies undertaken) and Diploma Supplements (includes the information of the Double Degree Programme). In addition, in the case of Austria, the Bridging Document.

Applicable Law and Settlement of Disputes

In the event of difficulties in interpreting or implementing the agreement, the institutions concerned shall endeavour to settle their dispute amicably. The legal remedy should be the last resort after all other remedies have been exhausted. In this case, the litigation shall take place at the defendant's place of jurisdiction.

Students are required to comply with local regulations. In case of a complaint, the conflict between the university concerned and the student will be resolved in accordance with local regulations.

Data Protection

The parties process the data required for the processing and execution of the stay abroad in compliance with the data protection regulations, in particular the EU Data Protection Basic Regulation (DSGVO) and the data protection laws based thereon. The respective partners themselves are responsible for the data protection lawfulness of the processing of personal data and the fulfilment of the associated obligations.

Duration and Termination of the Double Degree Programme

This agreement shall enter into force upon its signature and shall initially apply for 3 years from the date of its entry into force. After the expiry of this period of 3 years, the agreement shall continue in 3 years periods, if not terminated. The agreement can be amended by written amendments signed by both universities.

Any institution may request termination of the contract, but only if the partners are informed in writing of the decision within six months.

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If this agreement is terminated, the participating institutions shall ensure that students who have already begun their studies at the time of termination of the agreement can complete them in accordance with the provisions of this agreement.

Dates and Signatures

Maria José Fernandes
.....
(Signature and Stamp)

**IPCA Instituto Politécnico do Cávado e do Ave,
Portugal**
Name and Function:
Maria José Fernandes

Date: *14 09 2022*

Stefan Fitz-Rankl
.....
Signature and Stamp)

**FHV Vorarlberg University of Applied
Sciences, Austria**
Name and Function:
Mag. Stefan Fitz-Rankl, CEO

Date: *14 09 2022*

Agreement Appendix

The Appendix 1 is reviewed and updated, when necessary, each academic year by the contact person responsible for the DD Programme.

Degree Programme Structure for IPCA students attending the DDP with FHV

Semester	Courses to attend	Comments
1	<p>Courses to attend at IPCA:</p> <p>Automation and Robotics Branch:</p> <ul style="list-style-type: none"> • Mobile Computing = 6 ECTS • Digital Signal Processing = 6 ECTS • Embedded and Real-Time Systems = 6 ECTS • Image Processing and Computer Vision = 6 ECTS • Integrated Laboratories I = 6 ECTS 	<ul style="list-style-type: none"> • Course Descriptions: https://est.ipca.pt/en/curso/master-electronic-and-computer/ • IPCA students study semester 1 = 30 ECTS at IPCA • FHV recognizes the courses from semester 1 = 30 ECTS
2	<p>Courses to attend at IPCA</p> <p>Automation and Robotics Branch:</p> <ul style="list-style-type: none"> • Options: 6 ECTS <ul style="list-style-type: none"> ○ Pneumatic and Oil-hydraulic Systems or ○ Communication Industrial Networks • Advanced Automation = 6 ECTS • Advanced Robotics = 6 ECTS • Research Methodologies = 6 ECTS • Integrated Laboratories II = 6 ECTS 	<ul style="list-style-type: none"> • Course Descriptions: https://est.ipca.pt/en/curso/master-electronic-and-computer/ • IPCA students study semester 2 = 30 ECTS at IPCA • FHV recognizes the courses from semester 2 = 30 ECTS
3	<p>Courses to attend at FHV</p> <p>Option 1:</p> <ul style="list-style-type: none"> • Project/Dissertation = 12 ECTS • Higher Mathematics 3 = 3 ECTS • Directed Research Seminar = 3 ECTS • 2 specialization courses = 12 ECTS from the following course offer: <ul style="list-style-type: none"> ○ Sensor Systems = 6 ECTS ○ Embedded Systems 3 = 6 ECTS ○ Applied Robotics = 6 ECTS ○ Advanced Finite Element Analysis = 6 ECTS ○ Digitization of Production = 6 ECTS <p>Option 2:</p> <ul style="list-style-type: none"> • Project/Thesis = 12 ECTS • Higher Mathematics 3 = 3 ECTS • Directed Research Seminar = 3 ECTS 	<ul style="list-style-type: none"> • Course descriptions https://www.fhv.at/en/studium/engineering-technology/mechatronics-msc/information-on-educational-components/semester/?stg=0246&typeEN=&sem=2&chash=f775024ae574372ba819f0e62cc39134 • IPCA students study semester 3 = 30 ECTS at FHV • IPCA recognizes semester 3 = 30 ECTS from FHV • Project/Thesis will be supervised and graded by both universities.

	<ul style="list-style-type: none"> • 1 specialization course = 6 ECTS from the following course offer: <ul style="list-style-type: none"> ○ Sensor Systems = 6 ECTS ○ Embedded Systems = 6 ECTS ○ Applied Robotics = 6 ECTS ○ Advanced Finite Element Analysis = 6 ECTS ○ Digitization of Production = 6 ECTS • Contextual Studies = 6 ECTS <ul style="list-style-type: none"> ○ 1 course = 6 ECTS or ○ 2 courses = 2 x 3 ECTS 	
4	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Master Thesis = 30 ECTS 	<ul style="list-style-type: none"> • Course descriptions: https://www.fhv.at/en/studium/engineering-technology/mechatronics-msc/information-on-educational-components/semester/?stg=0246&typeFN=&sem=3&cHash=888a34049e9b8509b0ad5b6ca082023d • IPCA students study semester 4 = 30 ECTS at FHV • Master's thesis will be supervised and graded by both universities. • Final exam at FHV will be recognized by IPCA as their final presentation (Final exam with representatives of both universities) • IPCA recognizes 30 ECTS from FHV

Degree Programme Structure for FHV students attending the DDP with IPCA

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Semester	Courses to attend	Comments
1	<p>Courses to attend at FHV:</p> <ul style="list-style-type: none"> Higher Mathematics 1 = 6 ECTS Modelling and Simulation of Mechatronic Systems = 6 ECTS <p>Branches Embedded Systems and Robotics:</p> <ul style="list-style-type: none"> Embedded Systems 1 = 6 ECTS Robotics and Control = 6 ECTS 1 course from the compulsory optional course offer = 6 ECTS <ul style="list-style-type: none"> Power Electronics: Physics and Applications = 6 ECTS Finite Element Analysis = 6 ECTS New Production Technologies = 6 ECTS Micro- and Nanotechnology 1 = 6 ECTS 	<ul style="list-style-type: none"> Course Descriptions: https://www.fhv.at/en/studies/engineering-technology/mechatronics-msc/information-on-educational-components/semester/?stg=0246&typeEN=&sem=2&cHash=f775024ae574372ba819f0e62cc39134 FHV students study semester 1 = 30 ECTS at FHV IPCA recognizes the courses from semester 1 = 30 ECTS
2	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> Higher Mathematics 2 = 3 ECTS Leadership and Communication = 3 ECTS <p>Branches Embedded Systems and Robotics:</p> <ul style="list-style-type: none"> Embedded Systems 2 = 6 ECTS Object Oriented Modelling of Mechatronic Systems = 6 ECTS 1 course from the compulsory course offer = 6 ECTS <ul style="list-style-type: none"> Power Drives = 6 ECTS Computational Fluid Dynamics = 6 ECTS High-Tech Mechanical Manufacturing = 6 ECTS Micro- and Nanotechnology 2 = 6 ECTS Electives from Contextual Studies = 6 ECTS 	<ul style="list-style-type: none"> Course Descriptions: https://www.fhv.at/en/studies/engineering-technology/mechatronics-msc/information-on-educational-components/semester/?stg=0246&typeEN=&sem=3&cHash=888a34049e9b8509b0ad5b6ca082023d FHV students study semester 2 = 30 ECTS at FHV. IPCA recognizes the courses from semester 2 = 30 ECTS
3	<p>Courses to attend at IPCA</p> <ul style="list-style-type: none"> Optimal and Adaptive Control = 6 ECTS Data Fusion = 6 ECTS Preventive and Predictive Maintenance = 6 ECTS 	<ul style="list-style-type: none"> Course descriptions https://est.ipca.pt/en/curso/master-electronic-and-computer/

	<ul style="list-style-type: none"> Project / Dissertation = 12 ECTS 	<ul style="list-style-type: none"> FHV students study semester 3 = 30 ECTS at IPCA FHV recognizes semester 3 = 30 ECTS from IPCA
4	<p>Courses to attend at IPCA</p> <ul style="list-style-type: none"> Project / Dissertation = 30 ECTS 	<ul style="list-style-type: none"> Course descriptions https://est.ipca.pt/en/curso/master-electronic-and-computer/ FHV students study semester 4 = 30 ECTS at IPCA Master's thesis will be supervised and graded by both universities. Final presentation at IPCA be recognized by FHV as the final exam. (Final presentation with representatives of both universities) FHV recognizes semester 4 from IPCA = 30 ECTS

Course Supplement for students

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered for the Double Degree Programme participants.

Optional course offer for promoting multilingualism and cultural diversity (if available)

- FHV Language course offer in the national language German**
 - German Basic = 3 ECTS
 - German Basic Fast Track = 3 ECTS
 - German Intermediate = 3 ECTS
 - German Advanced = 3 ECTS
 - German for Business = 3 ECTS
- FHV Participation in courses in the national language (if linguistically suitable): not applicable**
- FHV Participation in RUN-EU Short Advance Programmes (SAPs): Depending on the offer – needs to get decided individually.**
- IPCA Language course offer in the national language Portuguese**
 - beginner's level courses (A1/A2) = 4 ECTS
- IPCA: Participation in courses in the national language (if linguistically suitable): not applicable**

- **IPCA:** Participation in RUN-EU Short Advance Programmes (SAPs): Depending on the offer – needs to get decided individually.

Conversion Table of Grades

IPCA ECTS Grading Scale:

ECTS Scale	% of successful students normally achieving the grade	Definition
A	10	
B	25	
C	30	
D	25	
E	10	
FX	-	FAIL – additional work required before the credit can be awarded
F	-	FAIL – considerable further work is required.

In order to establish the course units grades for each group of the ECTS grading scale, the distribution of students with passes in the previous three academic years and/or in a total of at least thirty students is taken into consideration. When a cohort of this scale is impossible, the ECTS grading scale is replaced by the use of an institutional conversion table based on all course units grades of all Polytechnic Institute of Cávado and Ave (IPCA)'s Degree Courses from the previous three academic years. It is important to notice that not all groups of the ECTS grading scale might be represented.

FHV grades	1	2	3	4	5
	EXCELLENT: Outstanding Performance O	GOOD: Generally good, but with some errors	SATISFACTORY: Generally sound work with a number of substantial errors	SUFFICIENT: Performance meets the minimum criteria	FAILED - UNSATISFACTORY: <50 % Substantial improvement necessary; requirement of further work

The Transcript of Records is produced in the valid grading system of the respective institution. The conversion necessary to produce the diplomas is carried out by the study secretariats or examination offices of the respective degree program at both institutions. Students are responsible for sending the required Transcript of Records to the relevant study secretariats and examination offices.

Failure to Pass an Examination

The student regulations of the institute at which the student is studying at the moment apply.

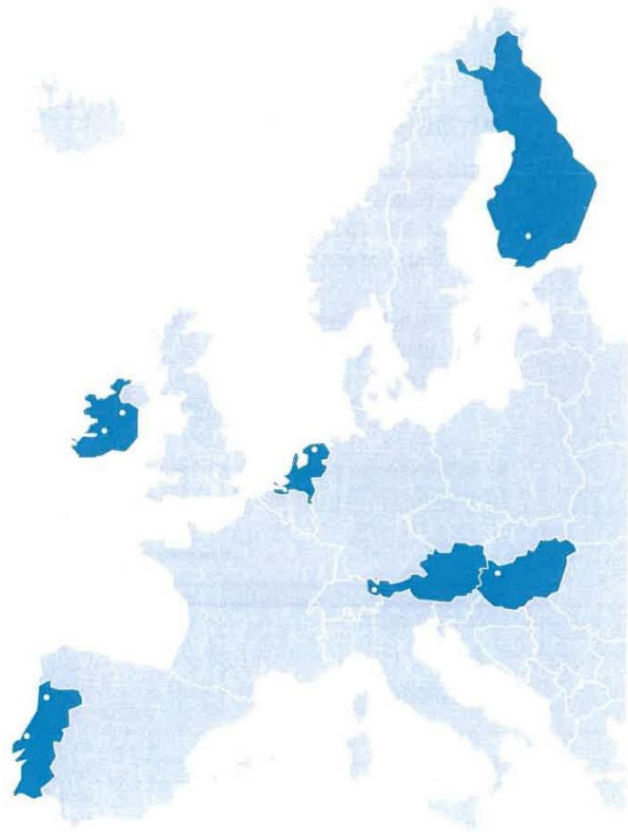
Information and services for Double Degree Programme students

The universities IPCA and FHV provide up-to-date information and support for the double degree students in relation to their DD studies. The information for the double degree students is available as follows:

IPCA: Information for incoming exchange/Double Degree Programme students:
<https://ipca.pt/en/incoming-students/>

FHV: Information for incoming exchange/Double Degree Programme students:
<https://www.fhv.at/en/studies/international/exchange-students-incomings/>

4.3 DDP-Agreement at bachelor's level in International Business (FHV) and International Business (HAMK)



AGREEMENT ON DOUBLE DEGREE PROGRAMME

Between

*FHV - Vorarlberg University of Applied Sciences (FHV) and
Häme University of Applied Sciences (HAMK)*

*Bachelor Degree Programme in International Business (FHV)
and Bachelor Degree Programme in International Business
(HAMK)*

Valid as of October 2022

Introduction

The universities *FHV - Vorarlberg University of Applied Sciences (FHV)* and Häme University of Applied Sciences (HAMK) agree to launch a Double Degree Programme in the field of business administration. Within this RUN-EU Double Degree Programme, the students from FHV and HAMK complete a Double Degree Programme at both universities in the following degree programmes:

- Bachelor Degree Programme International Business, 180 ECTS, FHV – Vorarlberg University of Applied Sciences (FHV)
and
- Bachelor in Business Administration, 210 ECTS, Häme University of Applied Sciences

By signing this agreement, the above-mentioned institutions agree to issue national degree diplomas for students fulfilling the conditions set forth in this agreement.

University information and contact persons

<i>FHV – Vorarlberg University of Applied Sciences</i>	
President/rector	Mag. Stefan Fitz-Rankl, CEO Hochschulstrasse 1, 6850 Dornbirn, Austria, stefan.fitzrankl@fhv.at , +43 5572 792 2001
Head of study programme	Prof. (FH) Dr. Martin Hebertinger, Head of bachelor degree programme International Business, Hochschulstrasse 1, 6850 Dorn- birn, Austria, martin.hebertinger@fhv.at , +43 5572 792 5401
International Office	Katharina Devich, Head International Office, Hochschulstrasse 1, 6850 Dornbirn, Austria, katharina.devich@fhv.at , +43 5572 792 1201
<i>University Häme University of Applied Sciences</i>	
President/rector	Pertti Puusaari, HAMK / PO Box 230, 13101 Hämeenlinna, Finland; pertti.puusaari@hamk.fi ; +358400469605
Head of study programme	Merja Helin, Head of Degree Programme, School of Entrepreneurship and Business, Tietotie 1; 37630 Valkeakoski, Merja.helin@hamk.fi , +358400779521
International Office	Leena Rantanen, International Officer, HAMK International, Vankaniälde 9, 13100 Hämeenlinna, leena.rantanen@hamk.fi +358405962770

Management and Coordination of the Double Degree Programme

The partner universities will manage and coordinate the Double Degree Programme. For this purpose, each university will nominate a contact person responsible for the Double Degree Programme. It is expected that the person is or reports to the Head or the Director of the Degree Programme. The Appendix I on programme structure and the modules is validated yearly by the assigned person responsible for the Double Degree Programme.

The partner universities commit to implement regular evaluation according to the RUN-EU guidelines.

Number of Students

A maximum of 3 per institution is accepted. In case of a higher number of applicants both partners will decide if more students can be accepted.

Programme Language

All study courses are taught in English. The applicants must have an English proficiency equivalent to level B2 or higher of CEFR (Common European Framework of Reference for Languages). This must be proven by a language test, e.g., TOEFL, IELTS, Cambridge ESOL, CEFR or equivalent. As an equivalent, a certificate from the university's English language teacher is also acceptable.

Proof of English proficiency is also considered fulfilled if the applicant obtained their qualification for university entrance in English, and/or has completed a first academic degree in English, and/or speaks English as a native language.

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered to the Double Degree Programme participants. The additional course offerings are listed in the Annex.

Tuition Fees and Other Charges

The RUN-EU double degree programme students will be subject to the normal regulations of the host institution. When applicable, the students pay the tuition fees to their home institution during the double degree studies period in the host institution. Since the students remain enrolled at their home institution, in addition to the normal tuition fee, the following administrative or service fees apply:

FHV students at HAMK are required to pay

- Finish Student Health Services fee (only in case the student does not have a valid European Health Insurance Card).

HAMK students at FHV are required to pay

- Finnish Student Health Services fee
- Membership fees for the Österreichische HochschülerInnenschaft (Austrian National Union of Students). Currently this fee is 21,20 Euros per semester.

Besides the fees listed above, there will be no other charges between the institutions due to these arrangements. Students are themselves responsible to cover their own living and accommodation costs.

Student Application, Prerequisites and Selection

Students will submit their applications for Double Degree Programme according to the instructions of their home institutions. The home institution nominates the students to the host institution. The host institution provides relevant information regarding the application process.

Required application documents:

- Transcript of Records (ToR)
- Motivation letter
- Learning Agreement

To fulfil the application requirements, the applicants must have an adequate study performance at the home university and must fulfil the required language skills. The applicants must have successfully passed all studies corresponding to the curricula at their home university as follows:

- FHV: 120 ECTS (semester 1 – 4)
- HAMK: 120 ECTS (semester 1 – 4)

The selection is made by the Head or the Director of the Degree Programme of the home university, based on the application documents.

Enrolment and Registration

Home University: Students remain enrolled at their home institution during their study at the host university and they must re-register independently each semester at the home institution.

Host University: Students will be enrolled at the host university during their stay and will be subject to the normal regulations of the institution. Students must independently enrol themselves as present for host university till their graduation.

Students in the Double Degree Programme must take out compulsory insurance (health insurance, liability insurance) in accordance with the laws and regulations in force in the country where they are staying.

Double Degree Programme Structure

The degree programme structures of the degree programmes in the scope of Double Degree Programme as determined in this agreement are described in Appendix 1. The Appendix 1 is reviewed and updated when necessary each academic year by the contact person responsible for the DD Programme.

Academic years	FHV students attending the Double Degree Programme with HAMK		HAMK students attending the Double Degree Programme with FHV	
Semester 1	autumn semester (<i>Last week of September – 1st week of February</i>)	Acquired at FHV 30 ECTS	autumn semester (1.8.-31.12.)	Acquired at HAMK 30 ECTS
Semester 2	spring semester (<i>March – end of June</i>)	Acquired at FHV 30 ECTS	spring semester (1.1.-31.7.)	Acquired at HAMK 30 ECTS
Semester 3	autumn semester (<i>2nd week of September – before Christmas</i>)	Acquired at FHV 30 ECTS	autumn semester (1.8.-31.12.)	Acquired at HAMK 30 ECTS
Semester 4	Spring semester (<i>2nd week of February – end of June</i>)	Acquired at FHV 30 ECTS	spring semester (1.1.-31.7.)	Acquired at HAMK 30 ECTS
Semester 5	autumn semester (teaching period week 33 – week 50)	Acquired at HAMK 30 ECTS	autumn semester (last week of August – before Christmas)	Acquired at FHV 30 ECTS
Semester 6	spring semester (teaching period week 2 – week 18)	Acquired at HAMK 30 ECTS	spring semester (2 nd week of February – end of June)	Acquired at FHV 30 ECTS
Semester 7	FHV students are allowed to acquire the 30 ECTS for the work placement (at least 20 weeks) starting with the 4 th semester. The time can be defined by the students. They for example can do the work placement during the semesters or during the summer Relevant work experiences from before the studies also will get recognized from HAMK	Acquired at HAMK – Work Placement = 30 ECTS, at least 20 weeks	Autumn semester	Acquired at HAMK 30 ECTS
TOTAL	210 ECTS		210 ECTS	

Depending on the national and the institutional requirements, the students are required to study **two** semesters (one academic year) at the host university and meet the academic criteria.

Failed exams can be repeated in accordance with the examination and study regulations applicable at the respective university.

HAMK students have the right to redo failed exam at FHV in following semester after double degree academic year has been completed.

FHV student have the right to redo failed assignments / and or exams at HAMK in the following semester.

In order to obtain the Bachelor degree in International Business from *FHV*, **HAMK students must**

- Obtain 120 ECTS credits from HAMK and 60 ECTS credits from FHV = 180 ECTS
- Write a thesis (15 ECTS) at FHV, the thesis needs to be written in English.
- The thesis will be supervised and graded by HAMK and FHV.
- The final examination / thesis presentation will be assessed and graded by HAMK and FHV.

In order to get the Bachelor of Business Administration degree from Häme University of Applied Sciences, **FHV students must**

- Obtain 120 ECTS credits from FHV and 90 ECTS from HAMK = 210 ECTS.
- Write a thesis (15 ECTS) credits at HAMK, the thesis needs to be written in English.
- The thesis will be supervised and graded by HAMK and FHV.
- The final examination / thesis presentation will be assessed and graded by HAMK and FHV.

Completed Degree

Final degrees will be awarded after the student has successfully completed the required studies in each university. Each university will issue a diploma based on the forwarded transcript of records from the home institution added by the courses passed at the host institution, showing that the student has passed all required courses. At the end the students will have two degrees. The titles of degrees are:

- FHV: Bachelor in International Business
- HAMK: Bachelor of Business Administration in Degree Programme in International Business

Upon graduation, the student will receive the Degree Certificates, Transcripts of Records (includes the recognition of the studies undertaken) and Diploma Supplements (includes the information of the Double Degree Programme). In addition, in the case of Austria, the Bridging Document.

Applicable Law and Settlement of Disputes

In the event of difficulties in interpreting or implementing the agreement, the institutions concerned shall endeavour to settle their dispute amicably. The legal remedy should be the last resort after all other remedies have been exhausted. In this case, the litigation shall take place at the defendant's place of jurisdiction.

Students are required to comply with local regulations. In case of a complaint, the conflict between the university concerned and the student will be resolved in accordance with local regulations.

Data Protection

The parties process the data required for the processing and execution of the stay abroad in compliance with the data protection regulations, in particular the EU Data Protection Basic Regulation (DSGVO) and the data protection laws based thereon. The respective partners themselves are responsible for the data protection lawfulness of the processing of personal data and the fulfilment of the associated obligations.

Duration and Termination of the Double Degree Programme

This agreement shall enter into force upon its signature and shall initially apply for 3 years from the date of its entry into force. After the expiry of this period of 3 years, the agreement shall continue in 3 year periods, if not terminated. The agreement can be amended by written amendments signed by both universities.

Any institution may request termination of the contract, but only if the partners are informed in writing of the decision within six months.

If this agreement is terminated, the participating institutions shall ensure that students who have already begun their studies at the time of termination of the agreement can complete them in accordance with the provisions of this agreement.

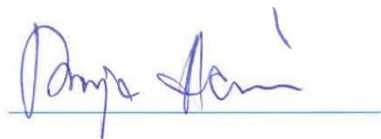
Dates and Signatures, Stamp

Häme University of Applied Sciences



Pertti Puusaari, President

Date: 29.09.2022



Merja Helin
Head of Degree Programme

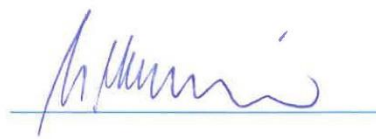
Date: 11.10.2022

FHV-Vorarlberg University of Applied Sciences



Mag. Stefan Fitz-Rankl, CEO

Date: 29.09.2022



Dr. Martin Hebertinger
Head of Degree Programme

Date: 11.10.2022

Agreement Appendix

The Appendix 1 is reviewed and updated, when necessary, each academic year by the contact person responsible for the Double Degree Programme.

Degree Programme Structure for HAMK students attending the DDP with FHV

Semester	Courses to attend	Comments
1	<p>Courses to attend at HAMK</p> <p>Basic Business Competences = 15 ECTS</p> <ul style="list-style-type: none"> • Global Business Environment 4 cr • Business Mathematics 3 cr • Digital and Technological Skills 2 cr • Study Essentials 3 cr • English in a Global Context 3 cr <p>Discovering Global Markets = 15 ECTS</p> <ul style="list-style-type: none"> • Foundations of Economics 3 cr • Legal Environment 3 cr • Marketing Essentials 4 cr (research) • Introduction to Research 3 cr • Study Environment in Swedish 2 cr 	<ul style="list-style-type: none"> • Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupid=77504&planId=85461 • HAMK students study semester 1 = 30 ECTS at HAMK • FHV recognizes semester 1 = 30 ECTS from HAMK
2	<p>Courses to attend at HAMK</p> <p>Operating in Business Environment = 15 ECTS</p> <ul style="list-style-type: none"> • Organizational Communication 3 cr • Introduction to Business Information Management (research included) 4 cr • Principles of Accounting 5 cr • Business Environment in Swedish 3 cr <p>Sustainability in Management = 15 ECTS</p> <ul style="list-style-type: none"> • Principles of Sustainability 3 cr • Management Essentials 3cr • Project Management 3cr • Sales and Customer Service 3 cr • Sustainability Project and Communication 3 cr 	<ul style="list-style-type: none"> • Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupid=77504&planId=85461 • HAMK students study semester 2 = 30 ECTS at HAMK • FHV recognizes semester 2 = 30 ECTS from HAMK
3	<p>Courses to attend at HAMK</p> <p>Applied Research Methods 15 ECTS</p> <ul style="list-style-type: none"> • Research Writing Skills 3 cr • Qualitative Methods 3 cr 	<ul style="list-style-type: none"> • Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupid=77504&planId=85461

	<ul style="list-style-type: none"> Quantitative Methods 4 cr Introduction to Research Methods 5 cr <p>Developing Future Management Skills 15 ECTS</p> <ul style="list-style-type: none"> Management Accounting 3 cr Organizational Behaviour 3 cr Circular Economy 3 cr Cross Cultural Communication 3 cr Supply Chain Management 3 cr 	<ul style="list-style-type: none"> HAMK students study semester 3 = 30 ECTS at HAMK FHV recognizes semester 3 = 30 ECTS from HAMK
4	<p>Courses to attend at HAMK</p> <p>Implementing Marketing Dynamics (15 ECTS)</p> <ul style="list-style-type: none"> Positioning and Branding 4 cr Digital Marketing Expressions 3 cr Marketing with Data 4 cr Customer Relationship Management 4 cr <p>Advancing Professional Profile (15 ECTS)</p> <ul style="list-style-type: none"> Developing Professional Profile 2 cr Business Ethics 3 cr Specialization Unit 5 cr Practical Implementation of Analytics 5 cr 	<ul style="list-style-type: none"> Course descriptions: https://hamk.opinto-opas.fi/curricula/degreetrogrammes/groups/plan?groupid=77504&planId=85461 HAMK students study semester 4 = 30 ECTS at HAMK FHV recognizes semester 4 = 30 ECTS from HAMK
5	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> Sustainability in Economic Development 3 ECTS International Economics and Financial Markets 3 ECTS Conception of the Bachelor Thesis 2 ECTS Storytelling in Business 3 ECTS Simulation Game Elective 3 ECTS General Electives 16 ECTS 	<ul style="list-style-type: none"> Course descriptions: not yet available (new curricula) HAMK students study semester 5 = 30 ECTS at FHV HAMK recognizes semester 4 = 30 ECTS from FHV
6	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> Bachelor Thesis 15 ECTS General Electives from semester 4: <ul style="list-style-type: none"> Option 1: <ul style="list-style-type: none"> 4 Electives à 3 ECTS = 12 ECTS German language course = 2 ECTS Option 2: <ul style="list-style-type: none"> 5 Electives à 3 ECTS = 15 ECTS 	<ul style="list-style-type: none"> Course descriptions: not yet available (new curricula) HAMK students write a thesis 15 ECTS at FHV Thesis will be supervised and graded by HAMK and FHV HAMK recognizes 30 ECTS from FHV

7	<p>Courses to attend at HAMK</p> <ul style="list-style-type: none"> • Work Placement = 30 ECTS The time frame for completing the Work Placement for HAMK students can vary and can take place during semester 1-6, but also in the 7th semester. <p>For graduating at FHV an internship (15 ECTS) is required. As soon as this internship has been completed and recognized from FHV, HAMK students can take the Bachelor's examination.</p> <p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Bachelor Exam 2 ECTS The oral Bachelor Exam will take place online. The time of the exam will be agreed upon individually by HAMK and FHV. 	<ul style="list-style-type: none"> • Course descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupid=77504&planId=85461 • HAMK students complete the Work Placement = 30 ECTS at HAMK • FHV recognizes 15 ECTS from the internship from HAMK • Final exam / presentation will be assessed and graded by HAMK and FHV • FHV awards the academic degree to the HAMK student • HAMK awards the academic degree to the HAMK student
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	<ul style="list-style-type: none"> • Marketing Management 3 ECTS • Principles of Supply Chain Management 4 ECTS • Occupational Psychology and Organisational Behaviour 3 ECTS • Data Management and Database Systems 3 ECTS • Formal Writing in Business Studies 3 ECTS 	
4	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Applied Decision Theory 3 ECTS • Macroeconomics 3 ECTS • Introduction to Information Systems 3 ECTS • English for Job Application 3 ECTS • Business Project Elective 6 ECTS • General Electives 12 ECTS 	<ul style="list-style-type: none"> • Course descriptions not yet available (new curriculum) • FHV students study semester 4 = 30 ECTS at FHV • HAMK recognizes semester 4 = 30 ECTS from FHV
5	<p>Courses to attend at HAMK</p> <p>Profiling Competence Modules – students can choose two courses (30 ECTS)</p> <ul style="list-style-type: none"> • Strategic Management 15 ECTS • Exploring European Business 15 ECTS • Corporate Social Responsibility 15 ECTS • Business Analytics and Business 15 ECTS 	<ul style="list-style-type: none"> • Course descriptions https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupId=77504&planId=85461 • FHV students study semester 5 = 30 ECTS at HAMK • FHV recognizes 30 ECTS from HAMK
6	<p>Courses to attend at HAMK</p> <ul style="list-style-type: none"> • Bachelor Thesis 15 ECTS • Human Resource Management 15 ECTS or • Future Marketing Applications 15 ECTS 	<ul style="list-style-type: none"> • Course descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupId=77504&planId=85461 • FHV students write a thesis = 15 ECTS and attend courses =15 ECTS at HAMK • Thesis will be supervised and graded by HAMK and FHV • FHV recognizes 15 ECTS (Thesis) from HAMK • The 15 ECTS from the additionally passed course will be

		listed in the ToR
7	<p>Courses to attend at HAMK (or previous work experience)</p> <ul style="list-style-type: none"> Work Placement = 30 ECTS <i>FHV students are allowed to acquire the 30 ECTS for the work placement (at least 20 weeks). The time can be defined by the students. Relevant work experiences from before the studies also will get recognized from HAMK.</i> <p>Courses to attend at FHV</p> <ul style="list-style-type: none"> Bachelor Exam 2 ECTS The oral Bachelor Exam will take place online. The exam date depends on the period of the internship and the recognition by FHV. <p>There are three possible exam dates: July, September, January</p>	<ul style="list-style-type: none"> Course descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupId=77504&planId=85461 FHV students study semester 7 (internship) = 30 ECTS at HAMK FHV recognizes 15 ECTS for the internship from HAMK 15 ECTS from the internship will be listed by FHV in the ToR FHV awards the academic degree to the FHV students HAMK awards the academic degree to the FHV students

Course Supplement for students

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered for the Double Degree Programme participants.

Optional course offer for promoting multilingualism and cultural diversity (if available)

- **FHV** Language course offer in the national language German
 - German Basic = 3 ECTS
 - German Basic Fast Track = 3 ECTS
 - German Intermediate = 3 ECTS
 - German Advanced = 3 ECTS
 - German for Business = 3 ECTS
- **FHV** Participation in courses in the national language (if linguistically suitable): not applicable
- **FHV** Participation in RUN-EU Short Advance Programmes (SAPs): Depending on the offer – needs to get decided individually.
- **HAMK** Language course offer in the national language Finnish

- Finnish language courses 1 2 ECTS
 - Finnish language course 2 = 3 ECTS
 - Finnish language course 3 = 3 ECTS
 - Finnish language course 4 = 3 ECTS
- **HAMK:** Participation in courses in the national language (if linguistically suitable): not applicable
 - **HAMK:** Participation in RUN-EU Short Advance Programmes (SAPs): Depending on the offer – needs to get decided individually.

Conversion Table of Grades

HAMK grades	5 EXCELLENT	4 GOOD	3 GOOD	2 SATISFACTORY	1 SATISFACTORY	HYL Failed
FHV grades	1 EXCELLENT: Outstanding Performance O	2 GOOD: Generally good, but with some errors	3 SATISFACTORY: Generally sound work with a number of substantial errors	4 SUFFICIENT: Performance meets the minimum criteria	5 FAILED - UNSATISFACTORY: <50 % Substantial improvement necessary; requirement of further work	

The Transcript of Records is produced in the valid grading system of the respective institution. The conversion necessary to produce the diplomas is carried out by the study secretariats or examination offices of the respective degree program at both institutions. Students are responsible for sending the required Transcript of Records to the relevant study secretariats and examination offices.

Failure to Pass an Examination

The student regulations of the institute at which the student is studying at the moment apply.

Information and services for Double Degree Programme students

The universities HAMK and FHV provide up-to-date information and support for the double degree students in relation to their DD studies. The information for the double degree students is available as follows:

HAMK: <https://www.hamk.fi/exchange-studies/?lang=en> (information for incoming exchange/Double Degree Programme students)

FHV: Information for incoming exchange/Double Degree Programme students:
<https://www.fhv.at/en/studies/international/exchange-students-incomings/> -

4.4 DDP-Agreement at master's level in Electrical and Electronic Engineering (IPL) and Mechatronics (FHV)



AGREEMENT ON DOUBLE DEGREE PROGRAMME

*Between Politécnico de Leiria, Portugal and FHV Vorarlberg
University of Applied Sciences, Austria concerning the degree
programmes Master in Electrical and Electronic Engineering
and the degree programme Master in Mechatronics*

Valid as of 10.11.2022



Co-funded by the
Erasmus+ Programme
of the European Union

The content of this publication represents the views of the author only and is his/her sole responsibility. The European Commission and the Agency do not accept any responsibility for use that may be made of the information it contains.
Grant Agreement Number: 101004068.

Introduction

The Politécnico de Leiria, Portugal (IPL) and FHV Vorarlberg University of Applied Sciences (FHV) agree to jointly promote a Double Degree Programme. Within the RUN-EU Double Degree Programme, the students from IPL and FHV complete a Double Degree Programme at both institutions in the following degree programmes:

Master in Electrical and Electronic Engineering – Energy and Automation, 120 ECTS, Politécnico de Leiria, Portugal (IPL)

and

Master in Mechatronics, 120 ECTS, FHV Vorarlberg University of Applied Sciences, Austria (FHV).

By signing this agreement, the above-mentioned institutions agree to issue national degree diplomas for students fulfilling the conditions set forth in this agreement.

Institutional information and contact persons

<i>Politécnico de Leiria, Portugal (IPL)</i>	
President/rector	<i>Carlos Rabadão, President R. Gen. Norton de Matos, Apartado 4133, 2411-901 Leiria, Portugal presidencia@ipleiria.pt +351 244 830 010</i>
Head of study programme	<i>Rafael Caldeirinha, Course Coordinator of the Master in Electrical and Electronic Engi- neering Polytechnic of Leiria, ESTG, Campus 2, Morro do Lena, Alto do Vieiro, 2411-901 Leiria, Portugal rafael.caldeirinha@ipleiria.pt Phone: +351 244 820300</i>
International Office	<i>Alexandre Soares, Head of International Co- operation R. Gen. Norton de Matos, Apartado 4133, 2411-901 Leiria, Portugal alexandre.soares@ipleiria.pt +351 244 830 010</i>

<i>FHV Vorarlberg University of Applied Sciences, Austria (FHV)</i>	
CEO	<i>Mag. Stefan Fitz-Rankl, CEO Hochschulstrasse 1, 6850 Dornbirn, AT Email: stefan.fitz-rankl@fhv.at Phone: + 43 5572792 2001</i>
Head of study programme	<i>Dipl.-Ing. Dr. Johannes Steinschaden Programme Director Mechatronics Master Hochschulstrasse 1, 6850 Dornbirn, AT Email: johannes.steinschaden@fhv.at Phone: +43 5572 792 5001</i>
International Office	<i>Katharina Devich Head International Office Hochschulstrasse 1, 6850 Dornbirn, AT Email: katharina.devich@fhv.at Phone: +43 5572 792 1201</i>

Management and Coordination of the Double Degree Programme

The partner institutions will manage and coordinate the Double Degree Programme. For this purpose, each university will nominate a contact person responsible for the Double Degree Programme. It is expected that the person reports to the Head or the Director of the Degree Programme. The Appendix I on programme structure and the modules is validated yearly by the assigned person responsible for the DD Programme.

The partner universities commit to implement regular evaluation according to the RUN-EU guidelines.

Number of Students

A maximum of 2 students per institution is accepted.

Programme Language

All study courses are taught in English. The applicants must have an English proficiency equivalent to level B2 or higher of CEFR (Common European Framework of Reference for Languages). This must be proven by a language test, e.g., TOEFL, IELTS, Cambridge ESOL, CEFR or equivalent. As an equivalent, a certificate from the institution's English language teacher is also acceptable.

Proof of English proficiency is also considered fulfilled if the applicant obtained his/her qualification for university entrance in English, and/or has completed a first academic degree in English, and/or speaks English as a native language.

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered to the Double Degree Programme participants. The additional course offerings are listed in the Annex.

Tuition Fees and Other Charges

The RUN-EU double degree programme students will be subject to the normal regulations of the host institution. When applicable, the students pay the tuition fees to their home institution during the double degree study periods in the host institution. Since the students remain enrolled at their home institution, in addition to the normal tuition fee, the following administrative or service fees apply:

IPL students at host university FHV are required to pay

- Membership fees for the Österreichische HochschülerInnenschaft (Austrian National Union of Students). Currently this fee is 21,20 Euro per semester.

FHV students at IPL are required to pay

- School insurance is 3,00 Euro.
- Degree Certificate (including Diploma Supplement). Currently this fee is 35,00 Euro.
- Diploma (optional). Currently this fee is 100,00 Euro.

Besides the fees listed above, there will be no other charges between the institutions due to these arrangements. Students are themselves responsible to cover their own living and accommodation costs.

Student Application, Pre-requisites and Selection

Students will submit their applications for Double Degree Programme according to the instructions of their home institutions. The home institution nominates the students to the host institution. The host institution provides relevant information regarding the application process.

Required application documents:

- Transcript of Records (ToR);
- Motivation letter;
- Learning Agreement.

To meet the application requirements, the applicants must have an adequate study performance at the home university and must have the required language skills. The applicants must have successfully passed all curricular units at the home institution as follows:

- IPL students must have completed 60 ECTS from year 1 of the IPL master programme;

- FHV students must have completed 60 ECTS from year 1 of the FHV master programme.

The selection is made by the Head or the Director of the Degree Programme of the home university, based on the application documents.

Enrolment and Registration

Home Institution: Students remain enrolled at their home institution during their study at the host institution and they must re-register independently each semester/academic year at the home institution.

Host Institution: Students will be enrolled at the host institution during their stay and will be subject to the normal regulations of the institution.

Students in the Double Degree Programme must take out compulsory insurance (health insurance, liability insurance) in accordance with the laws and regulations in force in the country where they are staying.

Double Degree Programme Structure

The degree programme structures of the degree programmes in the scope of Double Degree Programme as determined in this agreement are described in Appendix 1. The Appendix 1 is reviewed and updated when necessary each academic year by the contact person responsible for the DD Programme.

Depending on the national and the institutional requirements, the students are required to study 2 semesters at the host university and meet the academic criteria to be awarded the DDP, according to Table 1.

In order to obtain the *Master Degree in Electrical and Electronic Engineering – Energy and Automation from IPL*, FHV students must

- Obtain 60 ECTS credits at Master level from FHV and 60 ECTS from IPL;
- Write a Master dissertation. The dissertation is written in *English*. Master dissertation will be supervised and graded by IPL and FHV. Final presentation and defense at IPL will be recognized as final exam from FHV.

In order to obtain the Master Degree in Mechatronics from FHV, IPL students must

- Obtain 60 ECTS credits at Master level from IPL and 60 ECTS from FHV;
- Write a Master dissertation. The dissertation is written in *English*. Master dissertation will be supervised and graded by IPL and FHV. Final exam at FHV will be recognized as final presentation and defense from IPL.

Table 1 – Eligibility criteria to be awarded the DDP.

Academic years	IPL students		FHV students	
	1 st year	Autumn semester (<i>Mid of September – Mid February</i>)	Obtained 30 ECTS at IPL	Autumn semester (September – February)
Spring semester (<i>March – Mid July</i>)		Obtained 30 ECTS at IPL	Spring semester (<i>March – July</i>)	Obtained 30 ECTS at FHV
2 nd year	Autumn semester (<i>September - February</i>)	Obtained 30 ECTS at FHV	Autumn semester (<i>September - January</i>)	Obtained 30 ECTS at IPL
	Spring semester (<i>March - July</i>)	Obtained 30 ECTS at FHV	Spring semester (<i>February - June</i>)	Obtained 30 ECTS at IPL
TOTAL	2 years / 120 ECTS		2 years / 120 ECTS	

Completed Degree

Final degrees will be awarded after the student has successfully completed the required studies in each institution. Each university will issue a diploma based on the forwarded transcript of records from the home institution added by the courses passed at the host institution, showing that the

student has passed all required courses. At the end, the students will be awarded two degrees. The titles of degrees are:

- IPL: Master in Electrical and Electronic Engineering – Energy and Automation (MSc);
- FHV: Master of Science in Engineering (MSc).

Upon graduation, the student will receive the Degree Certificates, Transcripts of Records (includes the recognition of the studies undertaken) and Diploma Supplements (includes the information of the Double Degree Programme). In addition, in the case of Austria, the Bridging Document.

Applicable Law and Settlement of Disputes

In the event of difficulties in interpreting or implementing the agreement, the institutions concerned shall endeavour to settle their dispute amicably. The legal remedy should be the last resort after all other remedies have been exhausted. In this case, the litigation shall take place at the defendant's place of jurisdiction.

Students are required to comply with local regulations. In case of a complaint, the conflict between the concerned institution and the student will be resolved in accordance with local regulations.

Data Protection

The parties process the data required for the processing and execution of the stay abroad in compliance with the data protection regulations, in particular the EU Data Protection Basic Regulation (DSGVO) and the data protection laws based thereon. The respective partners themselves are responsible for the data protection lawfulness of the processing of personal data and the fulfilment of the associated obligations.

Duration and Termination of the Double Degree Programme

This agreement shall enter into force upon its signature and shall initially apply for 3 years from the date of its entry into force. After the expiry of this period of 3 years, the agreement shall continue in 3 year periods, if not terminated. The agreement can be amended by written amendments signed by both universities.

Any institution may request termination of the contract, but only if the partners are informed in writing of the decision within six months.

If this agreement is terminated, the participating institutions shall ensure that students who have already begun their studies at the time of termination of the agreement can complete them in accordance with the provisions of this agreement.

Dates and Signatures


.....
(Signature and Stamp)

Politécnico de Leiria, Portugal

Name and Function:
Carlos Rabadão, President

Date: 10/11/2022


.....
Signature and Stamp

**FHV Vorarlberg University of Applied
Sciences, Austria**

Name and Function:
Mag. Stefan Fitz-Rankl, CEO

Date: 10/11/2022

Agreement Appendix

The Appendix 1 is reviewed and updated, when necessary, each academic year by the contact person responsible for the DD Programme.

Degree Programme Structure for IPL students

Se- mes- ter	Courses to attend	Comments
1	Courses to attend at IPL: <ul style="list-style-type: none"> • Electromagnetic Compatibility and Certification (7 ECTS) • Optimization and Machine Learning (7 ECTS) • Project Management = 2 ECTS • Advanced Control Systems = 7 ECTS • Electric Power Systems = 7 ECTS 	<ul style="list-style-type: none"> • Course Descriptions: https://www.ipleiria.pt/en/course/master-in-electrical-and-electronic-engineering/?force-lang • IPL students study semester 1 = 30 ECTS at IPL • FHV recognizes the courses from semester 1 = 30 ECTS
2	Courses to attend at IPL <ul style="list-style-type: none"> • Introduction to Research = 2 ECTS • Electric Drives in Automatic Systems = 7 ECTS • Electrical Transients and Power Quality = 7 ECTS • Advanced Robotics = 7 ECTS • Renewable Energies Applications = 7 ECTS 	<ul style="list-style-type: none"> • Course Descriptions: https://www.ipleiria.pt/en/course/master-in-electrical-and-electronic-engineering/?force-lang • IPL students study semester 2 = 30 ECTS at IPL • FHV recognizes the courses from semester 2 = 30 ECTS
3	Courses to attend at FHV <ul style="list-style-type: none"> • Master's Thesis 1/2 = 16 ECTS • 2 specialization courses = 12 ECTS from the following course offer: <ul style="list-style-type: none"> ○ Sensor Systems = 6 ECTS ○ Applied Robotics = 6 ECTS ○ Digitization of Production = 6 ECTS • 1 course out of following list = 3 ECTS 	<ul style="list-style-type: none"> • Course descriptions https://www.fhv.at/en/studium/engineering-technology/mechatronics-msc/information-on-educational-components/semester/?stg=0246&typeEN=&sem=2&cHash=f775024ae574372ba819f0e62cc39134 • IPL students study semester 3 = 30 ECTS at FHV • Master's Thesis 1/2: Students choose a topic from a pool at IPL (optional topics from FHV in the pool) or propose their

	<ul style="list-style-type: none"> ○ Higher Mathematics 3 = 3 ECTS ○ 1 course of Contextual Studies = 3 ECTS 	<p>own topic - supervision by FHV (optional virtual by IPL)</p> <ul style="list-style-type: none"> • IPL recognizes semester 3 = 30 ECTS from FHV • Master's thesis will be supervised and graded by both universities.
4	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Master Thesis = 30 ECTS 	<ul style="list-style-type: none"> • Course descriptions: https://www.fhv.at/en/studium/engineering-technology/mechatronics-msc/information-on-educational-components/semester/?stg=0246&typeEN=&sem=3&cHash=888a34049e9b8509b0ad5b6ca082023d • IPL students study semester 4 = 30 ECTS at FHV • Master's thesis will be supervised and graded by both universities. • Final exam at FHV will be recognized by IPL as their final presentation (Final exam with representatives of both universities) • IPL recognizes 30 ECTS from FHV

Degree Programme Structure for FHV students attending the DDP with IPL

Se- mes- ter	Courses to attend	Comments
1	<p>Courses to attend at FHV:</p> <ul style="list-style-type: none"> • Higher Mathematics 1 = 6 ECTS • Modelling and Simulation of Mechatronic Systems = 6 ECTS • Robotics and Control = 6 ECTS • Power Electronics: Physics and Applications = 6 ECTS 	<ul style="list-style-type: none"> • Course Descriptions: https://www.fhv.at/en/studies/engineering-technology/mechatronics-msc/information-on-educational-components/semester/?stg=0246&typeEN=&sem=2&cHash=f775024ae574372ba819f0e62cc39134 • FHV students study semester 1 = 30 ECTS at FHV

	<ul style="list-style-type: none"> New Production Technologies = 6 ECTS 	<ul style="list-style-type: none"> IPL recognizes the courses from semester 1 = 30 ECTS
2	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> Higher Mathematics 2 = 3 ECTS Leadership and Communication = 3 ECTS Power Drives = 6 ECTS High-Tech Mechanical Manufacturing = 6 ECTS Object Oriented Modelling of Mechatronic Systems = 6 ECTS 1 course from Contextual Studies (oriented to sustainability) = 3 ECTS 1 course from Contextual Studies (oriented to Introduction to Research) = 3 ECTS 	<ul style="list-style-type: none"> Course Descriptions: https://www.fhv.at/en/studies/engineering-technology/mechatronics-msc/information-on-educational-components/semester/?stg=0246&typeEN=&sem=3&cHash=888a34049e9b8509b0ad5b6ca082023d FHV students study semester 2 = 30 ECTS at FHV. IPL recognizes the courses from semester 2 = 30 ECTS
3	<p>Courses to attend at IPL</p> <ul style="list-style-type: none"> Computer Vision = 7 ECTS Intelligent Automation and Industry 4.0 = 7 ECTS Master Thesis ½ = 16 ECTS 	<ul style="list-style-type: none"> Course descriptions https://www.ipleiria.pt/en/course/master-in-electrical-and-electronic-engineering/?force-lang FHV students study semester 3 = 30 ECTS at IPL FHV recognizes semester 3 = 30 ECTS from IPL
4	<p>Courses to attend at IPL</p> <ul style="list-style-type: none"> Master Thesis = 30 ECTS 	<ul style="list-style-type: none"> Course descriptions https://www.ipleiria.pt/en/course/master-in-electrical-and-electronic-engineering/?force-lang FHV students study semester 4 = 30 ECTS at IPL Master's thesis will be supervised and graded by both universities. Final presentation at IPL be recognized by FHV as the final exam. (Final presentation with representatives of both universities) FHV recognizes semester 4 from IPL = 30 ECTS

Course Supplement for students

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered for the Double Degree Programme participants.

Optional course offer for promoting multilingualism and cultural diversity (if available)

- **FHV:** Language course offer in the national language German
 - German Basic = 3 ECTS
 - German Basic Fast Track = 3 ECTS
 - German Intermediate = 3 ECTS
 - German Advanced = 3 ECTS
 - German for Business = 3 ECTS

- **FHV:** Participation in courses in the national language (if linguistically suitable): not applicable

- **FHV:** Participation in RUN-EU Short Advance Programmes (SAPs): Depending on the offer – needs to get decided individually.

- **IPL:** Language course offer in the national language Portuguese:
 - Portuguese for foreigners = 3 ECTS.

- **IPL:** Participation in courses in the national language (if linguistically suitable): not applicable

- **IPL:** Participation in RUN-EU Short Advance Programmes (SAPs): Depending on the offer – needs to get decided individually.

Conversion Table of Grades

IPL grades	18 - 20	15 - 17	13 - 14	10 - 12	0 - 9
FHV grades	1 EXCELLENT: Outstanding Performance 0	2 GOOD: Gener- ally good, but with some er- rors	3 SATISFAC- TORY: Gener- ally sound work with a number of substantial errors	4 SUFFICIENT: Performance meets the minimum cri- teria	5 FAILED - UN- SATISFACTORY: <50 % Substan- tial improve- ment neces- sary; require- ment of fur- ther work

The Transcript of Records is produced in the valid grading system of the respective institution. The conversion necessary to produce the diplomas is carried out by the study secretariats or examination

offices of the respective degree program at both institutions. Students are responsible for sending the required Transcript of Records to the relevant study secretariats and examination offices.

Failure to Pass an Examination

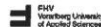
The academic regulations of the host institution apply to incoming students.

Information and services for Double Degree Programme students

IPL and FHV provide up-to-date information and support for the double degree students in relation to their DD studies. The information for the double degree students is available as follows:

IPL: <https://www.ipleiria.pt/en/study/applications/international-applicants/> (information for incoming exchange/Double Degree Programme students)

FHV: Information for incoming exchange/Double Degree Programme students:
<https://www.fhv.at/en/studies/international/exchange-students-incomings/>

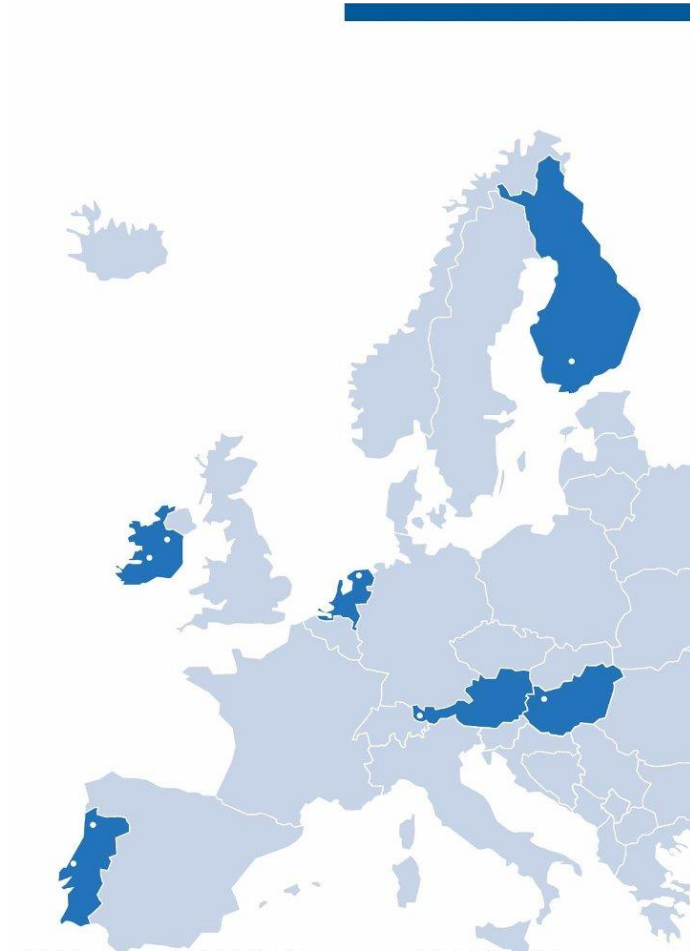


Co-funded by the Erasmus+ Programme of the European Union

The content of this publication represents the views of the author only and is his/her sole responsibility. The European Commission and the Agency do not accept any responsibility for use that may be made of the information it contains. Grant Agreement Number: 101004086.

Other support: oead

4.5 DDP-Agreement at bachelor's level in Mechanical Engineering (IPL) and Mechatronics (FHV)



AGREEMENT ON DOUBLE DEGREE PROGRAMME

Between Politécnico de Leiria, Portugal and FHV - Vorarlberg University of Applied Sciences, Austria, concerning the Bachelor degree programmes in the area of mechanical engineering

Valid as of February 2023

Introduction

Politécnico de Leiria (IPL) and FHV Vorarlberg University of Applied Sciences (FHV) agree to jointly promote a Double Degree Programme (DDP). Within this RUN-EU Double Degree Programme, the students from IPL and FHV complete a Double Degree Programme at both institutions in the following degree programmes:

Bachelor in Mechanical Engineering, 180 ECTS, Politécnico de Leiria, Portugal (IPL)
and

Bachelor in Mechanical Engineering or Bachelor in Mechatronics, 180 ECTS, FHV - Vorarlberg University of Applied Sciences, Austria (FHV)

By signing this agreement, the above-mentioned institutions agree to issue national degree diplomas for students fulfilling the conditions set forth in this agreement.

University information and contact persons

Politécnico de Leiria, Portugal (IPL)

President/rector	<i>Carlos Rabadão, President</i> <i>R. Gen. Norton de Matos, Apartado 4133,</i> <i>2411-901 Leiria, Portugal</i> presidencia@ipleiria.pt +351 244 830 010
Head of study programme	<i>Luís Manuel de Jesus Coelho,</i> <i>Course Coordinator of the Bachelor in Me-</i> <i>chanical Engineering, School of Technology</i> <i>and Management, Polytechnic of Leiria,</i> <i>CamPus 2, Morro do Lena, Alto do Vieiro,</i> <i>2411-901 Leiria 1, Portugal</i> luis.coelho@ipleiria.pt Phone: +351 244 820300
International Office	<i>Alexandre Soares, Head of International Co-</i> <i>operation</i> <i>R. Gen. Norton de Matos, Apartado 4133,</i> <i>2411-901 Leiria, Portugal</i> alexandre.soares@ipleiria.pt +351 244 830 010

FHV Vorarlberg University of Applied Sciences, Austria (FHV)

CEO	<i>Mag. Stefan Fitz-Rankl, CEO Hochschulstrasse 1, 6850 Dornbirn, AT Email: stefan.fitz-rankl@fhv.at Phone: + 43 5572792 2001</i>
Head of study programme	<i>Prof. (FH) Dr. techn. Reinhard Schneider, Programme Director Mechatronics Bachelor Hochschulstr. 1, 6850 Dornbirn Email: reinhard.schneider@fhv.at Phone: +43 5572 792 5005</i>
International Office	<i>Katharina Devich Head International Office Hochschulstrasse 1, 6850 Dornbirn, AT Email: katharina.devich@fhv.at Phone: +43 5572 792 1201</i>

Management and Coordination of the Double Degree Programme

The partner institutions will manage and coordinate the Double Degree Programme. For this purpose, each university will nominate a contact person responsible for the Double Degree Programme. It is expected that the person reports to the Head or the Director of the Degree Programme. The Appendix I on programme structure and the modules is validated yearly by the assigned person responsible for the DD Programme.

The partner universities commit to implement regular evaluation according to the RUN-EU guidelines.

Number of Students

A maximum of 2 students per institution is accepted.

Programme Language

All study courses are taught in English. The applicants must have an English proficiency equivalent to level B2 or higher of CEFR (Common European Framework of Reference for Languages). This must be proven by a language test, e.g., TOEFL, IELTS, Cambridge ESOL, CEFR or equivalent. As an equivalent, a certificate from the institution's English language teacher is also acceptable. Proof of English proficiency is also considered fulfilled if the applicant obtained his/her qualification for university entrance in English, and/or has completed a first academic degree in English, and/or speaks English as a native language.

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered to the Double Degree Programme participants. The additional course offerings are listed in Appendix 1.

Tuition Fees and Other Charges

The RUN-EU double degree programme students will be subject to the normal regulations of the host institution. When applicable, the students pay the tuition fees to their home institution during the double degree studies period in the host institution. Since the students remain enrolled at their home institution, in addition to the normal tuition fee, the following administrative or service fees apply:

IPL students at host university FHV are required to pay

- Membership fee for the Österreichische Hochschüler_innenschaft (ÖH, Austrian National Union of Students), Currently, this fee is 21,20 € per semester.

FHV students at IPL are required to pay

- School insurance is 3,00 Euro.
- Degree Certificate (including Diploma Supplement). Currently this fee is 35,00 Euro.
- Diploma (optional). Currently this fee is 75,00 Euro.

Besides the fees listed above, there will be no other charges between the institutions due to these arrangements. Students are themselves responsible to cover their own living and accommodation costs.

Student Application, Prerequisites and Selection

Students will submit their applications for Double Degree Programme according to the instructions of their home institutions. The home institution nominates the students to the host institution after an internal selection process. The host institution provides relevant information regarding the application process.

Required application documents:

- Transcript of Records (ToR);
- Motivation letter;
- Learning Agreement.

To meet the application requirements, the applicants must have an adequate study performance at the home university and must have the required language skills.

The selection is made by the Head or the Director of the Degree Programme of the home university, based on the application documents.

The applicants must have successfully passed all studies at the home university as follows before starting the third year of studies at the partner institution:

- IPL: 1st and 2nd years completed: minimum of 120 ECTS
- FHV: 1st and 2nd years completed: minimum of 120 ECTS

Enrolment and Registration

Home Institution: Students remain enrolled at their home institution during their study at the host institution and they must re-register independently each semester/academic year at the home institution.

Host Institution: Students will be enrolled at the host institution during their stay and will be subject to the normal regulations of the institution.

Students in the Double Degree Programme must take out compulsory insurance (health insurance, liability insurance) in accordance with the laws and regulations in force in the country where they are staying.

Double Degree Programme Structure

The degree programme structures of the degree programmes in the scope of Double Degree Programme as determined in this agreement are described in Appendix 1. Appendix 1 is reviewed and updated, when necessary, each academic year by the contact person responsible for the DD Programme.

Depending on the national and the institutional requirements, the students are required to study 2 semesters at the host university and meet the academic criteria (table 1).

In order to obtain the *Bachelor's Degree in Mechanical Engineering*, from IPL, FHV students must

- Obtain 120 ECTS credits at Bachelor level from FHV and 60 ECTS from IPL
- Write a Bachelor thesis. The thesis is written in English. Bachelor thesis will be supervised and graded by IPL and FHV. Final presentation at IPL will be recognized as final exam by FHV.

In order to get the *Bachelor's Degree in Mechanical Engineering* or *Bachelor in Mechatronics* from FHV, IPL students must

- Obtain 120 ECTS credits at Bachelor level from IPL and 60 ECTS from FHV
- Write a Bachelor thesis. The thesis is written in English. Bachelor thesis will be supervised and graded by FHV and IPL. Final exam at FHV will be recognized as final presentation by IPL.

Table 1 – Eligibility criteria to be awarded the DDP.

Academic years	IPL students		FHV students	
1 st year	Autumn semester (<i>Mid of September – Mid February</i>)	Acquired at IPL 30 ECTS	Autumn semester (<i>September – February</i>)	Acquired at FHV 30 ECTS
	Spring semester (<i>March – Mid of July</i>)	Acquired at IPL 30 ECTS	Spring semester (<i>March – July</i>)	Acquired at FHV 30 ECTS
2 nd year	Autumn semester (<i>Mid of September – Mid February</i>)	Acquired at IPL 30 ECTS	Autumn semester (<i>September – February</i>)	Acquired at FHV 30 ECTS
	Spring semester (<i>March – Mid of July</i>)	Acquired at IPL 30 ECTS	Spring semester (<i>March – July</i>)	Acquired at FHV 30 ECTS
3 rd year	Autumn semester (<i>August – February</i>)	Acquired at FHV 30 ECTS	Autumn semester (<i>September – January</i>)	Acquired at IPL 30 ECTS
	Spring semester (<i>March – July</i>)	Acquired at FHV 30 ECTS	Spring semester (<i>February – July</i>)	Acquired at IPL 30 ECTS
TOTAL	3 years / 180 ECTS		3 years / 180 ECTS	

Completed Degree

Final degrees will be awarded after the student has successfully completed the required studies in each institution. Each institution will issue a diploma based on the forwarded transcript of records from the home institution added by the courses passed at the host institution, showing that the student has passed all required courses. At the end the students will have two degrees. The titles of degrees are:

- IPL: Bachelor in Mechanical Engineering (BSc)
- FHV: Bachelor in Mechanical Engineering (BSc) or Bachelor in Mechatronics (BSc)

Upon graduation, the student will receive the Degree Certificates, Transcripts of Records (includes the recognition of the studies undertaken) and Diploma Supplements (includes the information of the Double Degree Programme). In addition, in the case of Austria, the Bridging Document.

Applicable Law and Settlement of Disputes

In the event of difficulties in interpreting or implementing the agreement, the institutions concerned shall endeavour to settle their dispute amicably. The legal remedy should be the last resort after all other remedies have been exhausted. In this case, the litigation shall take place at the defendant's place of jurisdiction.

Students are required to comply with local regulations. In case of a complaint, the conflict between the university concerned and the student will be resolved in accordance with local regulations.

Data Protection

The parties process the data required for the processing and execution of the stay abroad in compliance with the data protection regulations, in particular the EU General Data Protection Regulation (GDPR) and the data protection laws based thereon. The respective partners themselves are responsible for the data protection lawfulness of the processing of personal data and the fulfilment of the associated obligations.

Duration and Termination of the Double Degree Programme

This agreement shall enter into force upon its signature and shall initially apply for 3 years from the date of its entry into force. After the expiry of this period of 3 years, the agreement shall continue in 3 years periods, if not terminated. The agreement can be amended by written amendments signed by both institutions.

Any institution may request termination of the contract, but only if the partners are informed in writing of the decision within six months.

If this agreement is terminated, the participating institutions shall ensure that students who have already begun their studies at the time of termination of the agreement can complete them in accordance with the provisions of this agreement.

Dates and Signatures

Assinado por: **CARLOS MANUEL DA SILVA RABADÃO**
Data: 2023.02.10 10:32:52+00'00'
Certificado por: **Diário da República Eletrónico.**
Atributos certificados: **Presidente - Instituto Politécnico de Leiria.**

.....
(Signature and Stamp)

Politécnico de Leiria, Portugal

Name and Function:
Carlos Rabadão, President

Date:



.....
(Signature and Stamp)

**FHV Vorarlberg University of Applied
Sciences, Austria**

Name and Function:
Mag. Stefan Fitz-Rankl, CEO

Date:

Agreement Appendix 1

The Appendix 1 is reviewed and updated, when necessary, each academic year by the contact person responsible for the DD Programme.

Degree Programme Structure for IPL students attending the DDP with FHV

Se- mes- ter	Courses to attend	Comments
1	Courses to attend at IPL: <ul style="list-style-type: none"> • Mathematical Analysis (6 ECTS) • Linear Algebra (5 ECTS) • Physics (6 ECTS) • Computer Programming (6 ECTS) • English (2 ECTS) • Chemistry and Materials (5 ECTS) 	<ul style="list-style-type: none"> • Course Descriptions: https://www.ipleiria.pt/en/course/undergraduate-in-mechanical-engineering/?force-lang • IPL students study semester 1 = 30 ECTS at IPL • FHV recognizes the courses from semester 1 = 30 ECTS
2	Courses to attend at IPL <ul style="list-style-type: none"> • Applied Mathematics (6 ECTS) • Statistics (3 ECTS) • Technical Drawing (5 ECTS) • Materials Technology (6 ECTS) • Mechanical Technology I (5 ECTS) • Applied Mechanics (5 ECTS) 	<ul style="list-style-type: none"> • Course Descriptions: https://www.ipleiria.pt/en/course/undergraduate-in-mechanical-engineering/?force-lang • IPL students study semester 2 = 30 ECTS at IPL • FHV recognizes the courses from semester 2 = 30 ECTS
3	Courses to attend at IPL <ul style="list-style-type: none"> • Mechanics of Materials (5 ECTS) • Mechanical Technology II (5 ECTS) • Thermodynamics (5 ECTS) • Fluid Mechanics (5 ECTS) • Plastics Processing (5 ECTS) • Computer-Aided Design (CAD) (5 ECTS) 	<ul style="list-style-type: none"> • Course descriptions: https://www.ipleiria.pt/en/course/undergraduate-in-mechanical-engineering/?force-lang • IPL students study semester 3 = 30 ECTS at IPL • FHV recognizes the courses from semester 3 = 30 ECTS
4	Courses to attend at IPL <ul style="list-style-type: none"> • Machine Elements I (6 ECTS) • Mechanics of Composite Materials (4 ECTS) 	<ul style="list-style-type: none"> • Course descriptions: https://www.ipleiria.pt/en/course/undergraduate-in-mechanical-engineering/?force-lang

	<ul style="list-style-type: none"> • Computer-Aided Engineering (CAE) (5 ECTS) • Computer-Aided Manufacturing (CAM) (4 ECTS) • Elective I (Plastics and Mould Drawing or Mechanical Drawing) (6 ECTS) • Electro-technology and Industrial Electronics (5 ECTS) 	<ul style="list-style-type: none"> • IPL students study semester 4 = 30 ECTS at IPL • FHV recognizes the courses from semester 4 = 30 ECTS
5	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Engineering Design/CAD (3 ECTS) • Robotics and Assembly Technologies (4 ECTS) • Critical Thinking (2 ECTS) • Hydraulics (3 ECTS) • Specialization Project Mechanical Engineering (option: Focus Mechanical Engineering) (18 ECTS) 	<ul style="list-style-type: none"> • Course descriptions: https://www.fhv.at/en/studies/engineering-technology/mechanical-engineering-mechanics-bsc/information-on-educational-components/ • IPL students study semester 5 = 30 ECTS at FHV • IPL recognizes the courses from semester 5 = 30 ECTS
6	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Modelling Physical Applications (3 ECTS) • Robotics Laboratory (2 ECTS) • Quality and Failure Analysis (3 ECTS) • Accounting-oriented Business Administration (3 ECTS) • Internship with Bachelor's Thesis (19 ECTS) 	<ul style="list-style-type: none"> • Course descriptions: https://www.fhv.at/en/studies/engineering-technology/mechanical-engineering-mechanics-bsc/information-on-educational-components/ • IPL students study semester 6 = 30 ECTS at FHV • IPL recognizes the courses from semester 6 = 30 ECTS • Final exam at FHV will be recognized by IPL • IPL students can do the internship in Austria (preferred) or in Portugal • Supervision of internship + BSc thesis ALWAYS with 1 person from IPL and FHV! • DEFENSE of thesis (= Bachelors EXAM) must be done with MIXED commission with both supervisors + both course coordinators + 1 other person from IPL/FHV (work placement!) • Oral defense: 1 hour of exam time • 10 min presentation of BSc thesis

		<ul style="list-style-type: none">• 15 min questions about thesis and background• 15 min questions about related content from study program
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Degree Programme Structure for FHV students attending the DDP with IPL

Se- mes- ter	Courses to attend	Comments
1	<p>Courses to attend at FHV:</p> <ul style="list-style-type: none"> • Mathematics 1 - Linear Algebra, Analysis (6 ECTS) • Mechanics 1 – Statics (4 ECTS) • Fundamentals of Electrical Engineering 1 - Direct Current Engineering (5 ECTS) • Mechanical Engineering Fundamentals 1 - Materials, Manufacturing, Sketching (5 ECTS) • Computer Science Fundamentals 1 - Programming, Computer Systems (4 ECTS) • Team and Communication Training (2 ECTS) • Introductory Project (2 ECTS) • Reading, Research and Writing Skills (2 ECTS) 	<ul style="list-style-type: none"> • Course Descriptions: https://www.fhv.at/en/studies/engineering-technology/mechanical-engineering-mechanics-bsc/information-on-educational-components/ • FHV students study semester 1 = 30 ECTS at FHV • IPL recognizes the courses from semester 1 = 30 ECTS
2	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Mathematics 2 - Ordinary Differential Equations (6 ECTS) • Mechanics 2 - Strength of Materials (4 ECTS) • Physics 1 (2 ECTS) • Fundamentals of Electrical Engineering 2 - Alternating Current (5 ECTS) • Mechanical Engineering Fundamentals 2 - Manufacturing, Technical Draw., CAD (5 ECTS) • Computer Science Fundamentals 2 - Algorithms, Networks (4 ECTS) • Guided Project (2 ECTS) • Presentation Skills (2 ECTS) 	<ul style="list-style-type: none"> • Course Descriptions: https://www.fhv.at/en/studies/engineering-technology/mechanical-engineering-mechanics-bsc/information-on-educational-components/ • FHV students study semester 2 = 30 ECTS at FHV. • IPL recognizes the courses from semester 2 = 30 ECTS
3	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Mathematics 3: Integral Transformation (5 ECTS) • Statistics (2 ECTS) • Physics 2 (3 ECTS) • Thermodynamics (3 ECTS) • Machine Elements / CAD 1 (3 ECTS) 	<ul style="list-style-type: none"> • Course descriptions: https://www.fhv.at/en/studies/engineering-technology/mechanical-engineering-mechanics-bsc/information-on-educational-components/

	<ul style="list-style-type: none"> • Project Management (3 ECTS) • Mechanics 3 – Dynamics (3 ECTS) • Innovative Manufacturing (3 ECTS) • Production Measuring Technology, Machine Diagnostics, Material Testing (5 ECTS) 	<ul style="list-style-type: none"> • FHV students study semester 3 = 30 ECTS at FHV • IPL recognizes the courses from semester 3 = 30 ECTS
4	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • CNC/CAM (2 ECTS) • Machine Elements/CAD 2 (4 ECTS) • Project (3 ECTS) • Intercultural Communication (2 ECTS) • Fluid Dynamics and Heat Transfer (6 ECTS) • Automation for Mechanical Engineering (4 ECTS) • Joining Technology (3 ECTS) • Design and FEM (6 ECTS) 	<ul style="list-style-type: none"> • Course descriptions: https://www.fhv.at/en/studies/engineering-technology/mechanical-engineering-mechatronics-bsc/information-on-educational-components/ • FHV students study semester 4 = 30 ECTS at FHV • IPL recognizes the courses from semester 4 = 30 ECTS
5	<p>Courses to attend at IPL</p> <ul style="list-style-type: none"> • Machine Elements II (4 ECTS) • Advanced Manufacturing Processes (5 ECTS) • Elective II (Mechanical Design OR Moulds Design) (7 ECTS) • Design and Product Development (4 ECTS) • Elective III (Computational Simulation: Mechanical Design OR Moulds Design) (5 ECTS) • Industrial Automation (5 ECTS) 	<ul style="list-style-type: none"> • Course descriptions: https://www.ipleiria.pt/en/course/undergraduate-in-mechanical-engineering/?force-lang • FHV students study semester 5 = 30 ECTS at IPL • FHV recognizes the courses from semester 5 = 30 ECTS
6	<p>Courses to attend at IPL</p> <ul style="list-style-type: none"> • Quality and Resources Management (4 ECTS) • Production and Maintenance Management (4 ECTS) • Elective IV (Internship (mandatory!) with PROJECT WORK) (12 ECTS) • Seminar as support for Bachelor thesis (3 ECTS) • Elective V: no course, support for Bachelor thesis (5 ECTS) • Innovation and Entrepreneurship (2 ECTS) 	<ul style="list-style-type: none"> • Course descriptions: https://www.ipleiria.pt/en/course/undergraduate-in-mechanical-engineering/?force-lang • FHV students study semester 6 = 30 ECTS at IPL • FHV recognizes the courses from semester 6 = 30 ECTS - FHV recognizes semester 6 of IPL • FHV students can do the internship in Portugal (preferred) or in Austria

		<ul style="list-style-type: none"> • Supervision of internship + BSc thesis ALWAYS with 1 person from IPL and FHV! • DEFENSE of thesis (= Bachelors EXAM) must be done with MIXED commission with both supervisors + both course coordinators + 1 other person from IPL/FHV (work placement!) <ul style="list-style-type: none"> • Oral defense: 1 hour of exam time • 10 min presentation of BSc thesis • 15 min questions about thesis and background • 15 min questions about related content form study program
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Course Supplement for students

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered for the Double Degree Programme participants.

Optional course offer for promoting multilingualism and cultural diversity (if available)

- **FHV** Language course offer in the national language German
 - German Basic = 3 ECTS
 - German Basic Fast Track = 3 ECTS
 - German Intermediate = 3 ECTS
 - German Advanced = 3 ECTS
 - German for Business = 3 ECTS
- **FHV** Participation in courses in the national language (if linguistically suitable): not applicable
- **FHV** Participation in RUN-EU Short Advance Programmes (SAPs): Depending on the offer – needs to get decided individually.
- **IPL:** Language course offer in the national language Portuguese: Portuguese for foreigners = 3 ECTS.
- **IPL:** Participation in courses in the national language (if linguistically suitable): not applicable
- **IPL:** Participation in RUN-EU Short Advance Programmes (SAPs): Depending on the offer – needs to get decided individually.

Conversion Table of Grades

IPL grades	18 - 20	15 - 17	13 - 14	10 - 12	0 - 9
FHV grades	1 EXCELLENT: Outstanding Performance O	2 GOOD: Gener- ally good, but with some er- rors	3 SATISFAC- TORY: Gener- ally sound work with a number of substantial errors	4 SUFFICIENT: Performance meets the minimum cri- teria	5 FAILED - UN- SATISFACTORY: <50 % Substan- tial improve- ment neces- sary; require- ment of further work

The Transcript of Records is produced in the valid grading system of the respective institution. The conversion necessary to produce the diplomas is carried out by the study secretariats or examination offices of the respective degree program at both institutions. Students are responsible for sending the required Transcript of Records to the relevant study secretariats and examination offices.

Failure to Pass an Examination

The academic regulations of the host institution apply to incoming students.

FHV or IPL students participating in the DDP that do not complete the 3rd year must repeat it at the home institution. There is no automatic accreditation at IPL. Successfully passed credits will be recognised at FHV. Only the students that complete the whole study plan can have the Double Degree.

Information and services for Double Degree Programme students

IPL and FHV provide up-to-date information and support for the double degree students in relation to their DD studies. The information for the double degree students is available as follows:

IPL: <https://www.ipleiria.pt/en/study/applications/international-applicants/> (information for incoming exchange/Double Degree Programme students)

FHV: Information for incoming exchange/Double Degree Programme students: <https://www.fhv.at/en/studies/international/exchange-students-incomings/>

4.6 DDP-Agreement at master's level in International Management and Leadership (FHV) and Management in Sustainable Business (HAMK)



AGREEMENT ON DOUBLE DEGREE PROGRAMME

*Between FHV Vorarlberg University of Applied Sciences and
Häme University of Applied Sciences, HAMK
Degree Programme in International Management and Leader-
ship and Degree Programme in Management in Sustainable
Business*

Valid as of February 2023



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of the European Union

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Grant Agreement Number: 101004068.

Tämä dokumentti on allekirjoitettu sähköisesti HAMK Sign-järjestelmällä / This document has been electronically signed using HAMK Sign
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Introduction

Vorarlberg University of Applied Sciences (referred to as FHV) and Häme University of Applied Sciences (referred to as HAMK) agree to launch a Double Degree Programme in the field of business administration. Within this RUN-EU Double Degree Programme, the students from FHV and HAMK complete a Double Degree Programme at both universities in the following degree programmes:

Master of Arts in International Management & Leadership, 120 ECTS, Vorarlberg University of Applied Sciences
and
Master of Business Administration in Management in Sustainable Business, 90 ECTS, Häme University of Applied Sciences

By signing this agreement, the above-mentioned institutions agree to issue national degree diplomas for students fulfilling the conditions set forth in this agreement.

University information and contact persons

Vorarlberg University of Applied Sciences (FHV)

President/Recto	<i>Stefan Fitz-Rankl, CEO</i> <i>Hochschulstrasse 1, 6850 Dornbirn, Austria</i> <i>Email: stefan.fitz-rankl@fhv.at,</i> <i>+43 5572 792 2001</i>
Head of study programme	<i>Wilfried Manhart, Programme Director,</i> <i>Department of Business & Management,</i> <i>Sägerstrasse 4, 6850 Dornbirn</i> <i>wilfried.manhart@fhv.at</i> <i>+43 5572 792 3312</i>
International Office	<i>Katharina Devich, Head International Office,</i> <i>Hochschulstrasse 1, 6850 Dornbirn, Austria</i> <i>Katharina.devich@fhv.at</i> <i>+43 5572 792 1201</i>

Häme University of Applied Sciences

President/Recto	<i>Pertti Puusaari,</i> <i>HAMK / PO Box 230, 13101 Hämeenlinna,</i> <i>Finland;</i> <i>pertti.puusaari@hamk.fi</i> <i>+358400469605</i>
Head of study programme	<i>Merja Helin, Head of Degree Programme,</i> <i>School of Entrepreneurship and Business,</i> <i>Tietotie 1; 37630 Valkeakoski,</i> <i>Merja.helin@hamk.fi,</i> <i>+358400779521</i>

International Office

*Leena Rantanen, International Officer,
HAMK International,
Vankanolähte 9, 13100 Hämeenlinna,
leena.rantanen@hamk.fi,
+358405962770*

Management and Coordination of the Double Degree Programme

The partner universities will manage and coordinate the Double Degree Programme. For this purpose, each university will nominate a contact person responsible for the DD Programme. It is expected that the person is or reports to the Head or the Director of the Degree Programme. Appendix I on programme structure and the modules is validated yearly by the assigned person responsible for the DD Programme.

The partner universities commit to implement regular evaluation according to the RUN-EU guidelines.

Number of Students

A maximum of *three students* per institution is accepted.

Programme Language

All study courses are taught in English. The applicants must have an English proficiency equivalent to level B2 or higher of CEFR (Common European Framework of Reference for Languages). Both programmes require an English proficiency level of minimum B2 or higher of CEFR. Each partner therefore accepts the proof of English proficiency of the other institution.

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered to the Double Degree Programme participants. These optional course offerings are listed in the Annex and are not mandatory to complete the programme.

Tuition Fees and Other Charges

The RUN-EU double degree programme students will be subject to the normal regulations of the host institution. When applicable, the students pay the tuition fees to their home institution during the double degree studies period in the host institution. Since the students remain enrolled at their

home institution, in addition to the normal tuition fee, the following administrative or service fees apply:

FHV students at host university are required to pay

- *Membership fee for the Österreichische Hochschüler_innenschaft (ÖH, Austrian National Union of Students), Currently, this fee is 21,20 € per semester.*

HAMK students at host university are required to pay

- *Finnish Student Health Services fee*
- *ÖH fee (see above)*

Besides the fees listed above, there will be no other charges between the institutions due to these arrangements. Students are responsible to cover their own living and accommodation costs and comply with visa and insurance requirements in the respective country of study.

Student Application, Prerequisites and Selection

Students will submit their applications for Double Degree Programme according to the instructions of their home institutions. The home institution nominates the students to the host institution according to the regular exchange studies deadlines for the Fall Semester. The host institution provides relevant information regarding the application process.

Required application documents:

- Transcript of Records (ToR)
- Motivation letter
- Learning Agreement

The selection is made by the Head or the Director of the Degree Programme of the home university, based on the application documents.

To fulfil the application requirements, the applicants must have an adequate study performance at the home university and must fulfil the required language skills. The applicants must have successfully passed the following courses at their home university before the start of their time at the host university:

- *Vorarlberg University of Applied Sciences students: 60 ECTS (semester 1 and 2)*
- *HAMK university of Applied Sciences students: 60 ECTS (semester 1 and 2)*

Enrolment and Registration

Home University: Students remain enrolled at their home institution during their study at the host university and they must re-register independently each semester at the home institution.

Host University: Students will be enrolled at the host university during their stay and will be subject to the normal regulations of the institution.

Students in the Double Degree Programme must take out compulsory insurance (health insurance, liability insurance) in accordance with the laws and regulations in force in the country where they are staying.

Double Degree Programme Structure

The degree programme structures of the degree programmes in the scope of Double Degree Programme as determined in this agreement are described in Appendix 1. The Appendix 1 is reviewed and updated when necessary each academic year by the contact person responsible for the DD Programme.

Academic years	FHV students		HAMK students	
1 st year	autumn semester (2 nd week of September – 1 st week of February)	Acquired at home university (30 ECTS)	autumn semester (1.8.-31.12.)	Acquired at home university (30 ECTS)
	spring semester (4 th week of February – 1 st week of July)	Acquired at home university (30 ECTS)	spring semester (1.1.-31.7.)	Acquired at home university (30 ECTS)
2 nd year	3 rd week of August – 1 st week of July	Acquired during DD Programme at host university (60 ECTS)	2nd week of September – 1 st week of July	Acquired during DD Programme at host university (60 ECTS)
TOTAL	120 ECTS		120 ECTS	

Depending on the national and the institutional requirements, the students are required to study two semesters at the host university and meet the academic criteria.

In order to obtain the *Master of Arts degree from FHV*, HAMK students must

- Complete 60 ECTS at HAMK
- Complete 30 ECTS at FHV
- Write a thesis/degree project of 28 ECTS + 2 ECTS Exam at Master/Second Cycle Level at FHV. The thesis is written in *English*.

In order to obtain the *Master of Business Administration degree from HAMK*, FHV students must

- Obtain 60 ECTS at FHV.
- Obtain 30 ECTS credits Master/Second Cycle level at HAMK
- Write a thesis of 30 ECTS at Master/Second cycle level at HAMK. The thesis is written in *English*.

Completed Degree

Final degrees will be awarded after the student has successfully completed the required studies in each university. Each university will issue a diploma based on the forwarded transcript of records from the home institution added by the courses passed at the host institution, showing that the

student has passed all required courses. At the end the students will have two degrees. The titles of degrees are:

- *Master of Arts in Business (MA) from FHV, 120 ECTS,*
- *Master of Business Administration in Management in Sustainable Business from HAMK, 90 ECTS*

Upon graduation, the student will receive the Degree Certificates, Transcripts of Records (includes the recognition of the studies undertaken) and Diploma Supplements (includes the information of the Double Degree Programme). In addition, in the case of Austria, the Bridging Document.

Applicable Law and Settlement of Disputes

In the event of difficulties in interpreting or implementing the agreement, the institutions concerned shall endeavour to settle their dispute amicably. The legal remedy should be the last resort after all other remedies have been exhausted. In this case, the litigation shall take place at the defendant's place of jurisdiction.

Students are required to comply with local regulations. In case of a complaint, the conflict between the university concerned and the student will be resolved in accordance with local regulations.

Data Protection

The parties process the data required for the processing and execution of the stay abroad in compliance with the data protection regulations, in particular the EU General Data Protection Regulation (GDPR) and the data protection laws based thereon. The respective partners themselves are responsible for the data protection lawfulness of the processing of personal data and the fulfilment of the associated obligations.

Duration and Termination of the Double Degree Programme

This agreement shall enter into force upon its signature and shall initially apply for three years from the date of its entry into force. After the expiry of this period of three years, the agreement shall continue in 3-year periods, if not terminated by Nov 15th the latest for the following winter semester. The agreement can be amended by written amendments signed by both universities.

Any institution may request termination of the contract, but only if the partners are informed in writing of the decision within six months.

If this agreement is terminated, the participating institutions shall ensure that students who have already begun their studies at the time of termination of the agreement can complete them in accordance with the provisions of this agreement.

Dates and Signatures

.....
(Signature and Stamp)

HAMK Häme University of Applied Sciences
Pertti Puusaari, President

Date:

.....
(Signature and Stamp)

FHV Vorarlberg University of Applied Sciences
Stefan Fitz-Rankl, CEO

Date:

.....
(Signature and Stamp)

HAMK Häme University of Applied Sciences
Merja Helin, Head of Degree Programme

Date:

.....
(Signature and Stamp)

FHV Vorarlberg University of Applied Sciences
Wilfried Manhart, Programme Director

Date:

Agreement Appendix

The Appendix 1 is reviewed and updated when necessary each academic year by the contact person responsible for the DD Programme.

Degree Programme Structures

University: FHV Vorarlberg University of Applied Sciences

Programme: International Management and Leadership

Programme structure/Curriculum: <https://www.fhv.at/en/studies/business-administration/international-management-and-leadership-ma-impl/profile-of-the-programme/programme-structure/>

Course Descriptions: <https://www.fhv.at/en/studies/business-administration/international-management-and-leadership-ma-impl/profile-of-the-programme/programme-structure/information-on-educational-components/> (choose the relevant semester)

University: Häme University of Applied Sciences

Programme: Management in Sustainable Business

Programme structure/Curriculum: <https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupid=77513&planId=89101>

Course Descriptions Course links are in curriculum web page

Study path for students from FHV:

Semester	Course Name	ECTS	Awarded by	Recognized by	Comments
Semester 1	Communication Skills Lab	2	FHV	HAMK	
	Decision Making under Uncertainty	3	FHV	HAMK	
	Managerial Finance	4	FHV	HAMK	
	Principles and Practices of Research	2	FHV	HAMK	
	Opportunity Analysis and Framing	3	FHV	HAMK	
	International Supply Chain Management	3	FHV	HAMK	
	International Leadership	4	FHV	HAMK	
	Global Markets and Macro Economics	3	FHV	HAMK	

	Market and Customer Analysis	3	FHV	HAMK	
	International Human Resource Management	3	FHV	HAMK	
	Total	30	FHV	HAMK	
Semester 2	Business Communication in English	3	FHV	HAMK	
	Multinational Organisations and Strategy	3	FHV	HAMK	
	Digital Business Management	3	FHV	HAMK	
	Responsible Management	3	FHV	HAMK	
	Research Methods	2	FHV	HAMK	
	Data Collection and Interpretation	3	FHV	HAMK	
	Leadership Skills Lab	3	FHV	HAMK	
	Leading Change and Transformation	4	FHV	HAMK	
	Context Studies	6	FHV	HAMK	
	Total	30			
Year 1	Total Credits acquired and to be transferred and fully accredited	60	FHV	HAMK	
Semester 3	Data Analytics for Sustainable Development	5	HAMK	FHV	
	Data Presentation and Visualization	5	HAMK	FHV	
	Applying Digital Technologies in Business for Sustainability	5	HAMK	FHV	
	Thesis - Planning	10	HAMK	FHV	No formal recognition at FHV, thesis as a full project, recognition in the end
	Total	25	HAMK	FHV	Students can download a transcript upon completion of Semester 3 from HAMK's online portal, as recognition by FHV has to be done after one semester
Semester 4	Societal and Regulatory Trends on Sustainable Management	5	HAMK	FHV	
	Leading Sustainable Impact	5	HAMK	FHV	
	Sustainable Business Design	5	HAMK	FHV	
	Thesis - Implementation	10	HAMK	FHV	

	Thesis - Finalisation	10	HAMK	FHV	Thesis will be mutually evaluated. The second evaluator will be from FHV.
	Thesis - Maturity test	0	HAMK		Students demonstrate conversance with the field of studies. HAMK thesis-supervisor and FHV thesis-evaluator will join the final presentation.
	Total	35	HAMK	FHV	
Year 2	Total Credits acquired and to be transferred and fully accredited	60	HAMK	FHV	

Courses at HAMK (=Year 2) are taught online. Presence is highly recommended for one intensive week during February.

In order to graduate from FHV, students will have to register and publish their thesis at FHV according to Austrian regulations before graduation from HAMK and FHV.

Study path for students from HAMK:

Semester	Course Name	ECTS	Awarded by	Recognized by	Comments
Year 1	The Revolution of the World of Work and Anticipating the Future	5	HAMK	FHV	
	Digitalisation as a Transformative Power	5	HAMK	FHV	
	Research-focused Workplace Development	2	HAMK	FHV	
	Qualitative and Quantitative Research Methods	3	HAMK	FHV	
	Strategic Management	5	HAMK	FHV	
	Competence Management	5	HAMK	FHV	
	Change Management	5	HAMK	FHV	
	Societal and Regulatory Trends on Sustainable Management	5	HAMK	FHV	
	Leading Sustainable Impact	5	HAMK	FHV	
	Sustainable Business Design	5	HAMK	FHV	

	Current Topics in Embracing Sustainability and Sustainable Business Mindset Approach	15	HAMK	FHV	
Year 1	Total Credits acquired and to be transferred and fully accredited	60	HAMK	FHV	
Semester 3	Public Speaking and Presenting	2	FHV	HAMK	
	Research Seminar (for Master Thesis)	3	FHV	HAMK	
	Global Business Model Innovation	6	FHV	HAMK	
	Organisational Behaviour	3	FHV	HAMK	
	Leadership Tools Lab	1	FHV	HAMK	
	Cross-Cultural Management	3	FHV	HAMK	
	Intercultural Business Negotiation	3	FHV	HAMK	
	Legal Environment and Risk Management	3	FHV	HAMK	
	Context Studies	6	FHV	HAMK	
	Total	30	FHV	HAMK	
Semester 4	Global Business Simulation	3	FHV	HAMK	
	Master Thesis	25	FHV	HAMK	
	Master Exam	2	FHV	HAMK	
	Total	30	FHV	HAMK	
Year 2	Total Credits acquired and to be transferred and fully accredited	60	FHV	HAMK	

All FHV courses require physical presence except the Master Thesis during Semester 4.

Agreement in case of failed courses

Failed exams can be repeated in accordance with the examination and study regulations applicable at the respective university.

If students do not complete the double degree programme, their participation in the double degree programme will be terminated. Courses that have been finalised will be recognised by the home institution, the rest has to be taken at the home institution.

Additional Information

The deadline for students for submitting the Master Thesis will be:

At FHV: first Friday of July (4th semester)

At HAMK: no fixed deadline, students participating in the DDP must complete the programme during one academic year.

Final exams:

At FHV: mid-September

At HAMK: quite flexible, date can be agreed upon

Both partners will provide DD-students the ability to download a Transcript of Records at the end of each semester to officially document their progress.

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered for the Double Degree Programme participants.

Optional course offer for promoting multilingualism and cultural diversity (if available)

- FHV: German Language course offer (only available on-site, not online)
- Participation in RUN-EU Short Advance Programmes (SAPs)

Conversion Table of Grades

HAMK grades	5 EXCELLENT	4 GOOD	3 GOOD	2 SATIS- FACTORY	1 SATISFACTORY	HYL Failed
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FHV grades	1 EXCELLENT: Outstanding Performance O	2 GOOD: Gener- ally good, but with some er- rors	3 SATISFAC- TORY: Gener- ally sound work with a number of substantial errors	4 SUFFICIENT: Performance meets the minimum cri- teria	5 FAILED - UN- SATISFAC- TORY: <50 % Substantial im- provement necessary; re- quirement of further work
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The Transcript of Records is produced in the valid grading system of the respective institution. The conversion necessary to produce the diplomas is carried out by the study secretariats or examination offices of the respective degree program at both institutions. Students are responsible for sending the required Transcript of Records to the relevant study secretariats and examination offices.

Failure to Pass an Examination

The student regulations of the institution at which the student is studying at the moment apply.

Information and services for Double Degree Programme students

The universities *FHV* and *HAMK* provide up-to-date information and support for the double degree students in relation to their DD studies. The information for the double degree students is available as follows:

FHV: <https://www.fhv.at/en/studies/international/exchange-students-incomings/>

HAMK: <https://www.hamk.fi/exchange-studies/?lang=en>





Tämä dokumentti on allekirjoitettu sähköisesti HAMK Sign-järjestelmällä
This document has been electronically signed using HAMK Sign

Päiväys / Date: 09.02.2023 12:52:38 (UTC +0200)

Merja Helin

Koulutuspäällikkö

Organisaation varmentama (HAMK käyttäjätunnus)
Certified by organization (HAMK user account)

Certified by organization

Päiväys / Date: 09.02.2023 17:02:50 (UTC +0200)

Pertti Puusaari

Rehtori-toimitusjohtaja

Organisaation varmentama (HAMK käyttäjätunnus)
Certified by organization (HAMK user account)

Certified by organization

Päiväys / Date: 14.02.2023 18:51:44 (UTC +0200)

FHV Vorarlberg University of Applied Sciences (FHV)

Stefan Fitz-Rankl

CEO

Kaksiosainen henkilötunnistus (Sähköposti- ja puhelintunnistus)
Two-factor person identification (E-mail and SMS identification)
SMS PIN [+436***85]

Päiväys / Date: 06.03.2023 11:52:29 (UTC +0200)

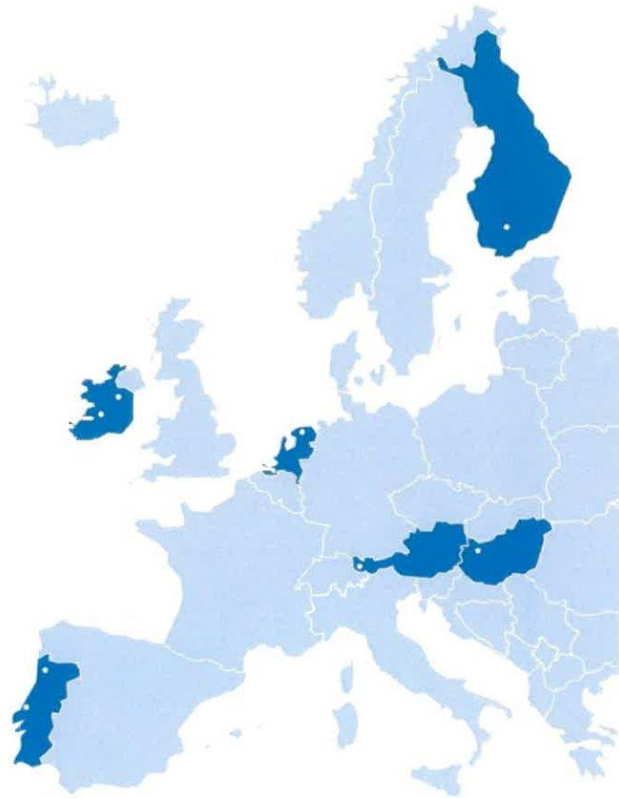
FHV Vorarlberg University of Applied Sciences (FHV)

Wilfried Manhart

Head of Degree Programme

Kaksiosainen henkilötunnistus (Sähköposti- ja puhelintunnistus)
Two-factor person identification (E-mail and SMS identification)
SMS PIN [+436***04]

4.7 DDP-Agreement at master's level in Informatics Engineering (IPCA) and Computer Science (FHV)



AGREEMENT ON DOUBLE DEGREE PROGRAMME

between

IPCA Instituto Politécnico do Cávado e do Ave, Portugal

and

FHV Vorarlberg University of Applied Sciences, Austria

concerning the degree programme Master in Informatics Engineering and the degree programme Master Computer Science

Valid as of April 2023

Introduction

The universities Instituto Politécnico do Cávado e do Ave, Portugal (IPCA) and Vorarlberg University of Applied Sciences (FHV) agree to launch a Double Degree Programme in the field of Computer Engineering – Computer Science. Within this RUN-EU Double Degree Programme, the students from IPCA and FHV complete a Double Degree Programme at both universities in the following degree programmes:

- Master in Informatics Engineering, 120 ECTS, Instituto Politécnico do Cávado e do Ave, Portugal (IPCA)
- and
- Master Computer Science, 120 ECTS, Vorarlberg University of Applied Sciences, Austria (FHV)

By signing this agreement, the above-mentioned institutions agree to issue national degree diplomas for students fulfilling the conditions set forth in this agreement.

University information and contact persons

Instituto Politécnico do Cávado e do Ave, Portugal (IPCA)

President/rector	<p>Maria José Fernandes Serviços Centrais do IPCA Campus do IPCA, Edifício C Av. Professor Doutor João Carvalho 4750 - 810 Vila Frescaíinha S. Martinho 4750-810 Barcelos I Portugal Email: gapresidencia@ipca.pt Phone: +351 253 082 191</p>
Head of study programme	<p>Nuno Lopes, PhD Programme Director of the Masters in Informatics Engineering Campus do IPCA - Lugar do Aldão, 4750-810 Vila Frescaíinha (São Martinho) Email: nlopes@ipca.pt</p>
International Office	<p>Paula Tavares Vice-President for Internationalisation, Communication and Culture Campus do IPCA – Edifício P Vila Frescaíinha S. Martinho 4750-810 Barcelos I Portugal Email: gri@ipca.pt Phone: + 351 253 802 207</p>

Vorarlberg University of Applied Sciences, Austria (FHV)

CEO	Mag. Stefan Fitz-Rankl, CEO Hochschulstrasse 1, 6850 Dornbirn, AT Email: stefan.fitz-rankl@fhv.at Phone: + 43 5572792 2001
Head of study programme	Dipl.-Ing. Dr. Regine Kadgien Programme Director Computer Science Master Hochschulstrasse 1, 6850 Dornbirn, AT Email: regine.kadgien@fhv.at Phone: +43 5572 792 5101
International Office	Katharina Devich Head International Office Hochschulstrasse 1, 6850 Dornbirn, AT Email: katharina.devich@fhv.at Phone: +43 5572 792 1201

Management and Coordination of the Double Degree Programme

The partner universities will manage and coordinate the Double Degree Programme (“DD Programme”). For this purpose, each university will nominate a contact person responsible for the DD Programme. It is expected that the person is or reports to the Head or the Director of the Degree Programme. The Appendix I on programme structure and the modules is validated yearly by the assigned person responsible for the DD Programme.

The partner universities commit to implement regular evaluation according to the RUN-EU guidelines.

Number of Students

A maximum of 3 students per institution is accepted per academic year.

Programme Language

All study courses are taught in English. The applicants must have an English proficiency equivalent to level B2 or higher of CEFR (Common European Framework of Reference for Languages). This must be proven by a language test, e.g., TOEFL, IELTS, Cambridge ESOL, CEFR or equivalent. As an equivalent, a certificate from the university’s English language teacher is also acceptable.

- Proof of English proficiency is also considered fulfilled if the applicant obtained their qualification for university entrance in English, and/or has completed a first academic degree in English, and/or speaks English as a native language.

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered to the Double Degree Programme participants. The additional course offerings are listed in the Annex.

Tuition Fees and Other Charges

The RUN-EU double degree programme students will be subject to the normal regulations of the host institution. When applicable, the students pay the tuition fees to their home institution during the double degree studies period in the host institution. Since the students remain enrolled at their home institution, in addition to the normal tuition fee, the following administrative or service fees apply:

IPCA students at host university FHV are required to pay

- Membership fees for the Österreichische HochschülerInnenschaft (Austrian National Union of Students). Currently this fee is 21,20 Euros per semester.

FHV students at IPCA are required to pay

- School insurance. Currently, the cost is 3,00 Euros per year.
- Degree Certificate (including Diploma Supplement). Currently this fee is 50 Euros.

Besides the fees listed above, there will be no other charges between the institutions due to these arrangements. Students are responsible to cover their own living and accommodation costs themselves.

Student Application, Prerequisites and Selection

Students will submit their applications for Double Degree Programme according to the instructions of their home institutions. The home institution nominates the students to the host institution. The host institution provides relevant information regarding the application process.

Required application documents:

- Transcript of Records (ToR)
- Motivation letter
- Learning Agreement

To meet the application requirements, the applicants must have an adequate study performance at the home university and must have the required language skills. The applicants must have successfully passed all studies at the home university as follows:

- IPCA: 1 semester / 30 ECTS
- FHV: 1 semester / 30 ECTS

The selection is made by the Head or the Director of the Degree Programme of the home university, based on the application documents.

Enrolment and Registration

Home University: Students remain enrolled at their home institution during their study at the host university and they must re-register independently each semester at the home institution.

Host University: Students will be enrolled at the host university during their stay and will be subject to the normal regulations of the institution.

Students in the Double Degree Programme must take out compulsory insurance (health insurance, liability insurance) in accordance with the laws and regulations in force in the country where they are staying.

Double Degree Programme Structure

The degree programme structures of the degree programmes in the scope of Double Degree Programme as determined in this agreement are described in Appendix 1. The Appendix 1 is reviewed and updated when necessary, at each academic year by the contact person responsible for the DD Programme.

Academic years	IPCA students		FHV students	
1 st year	Autumn semester (October – February)	Acquired at IPCA 30 ECTS	Autumn semester (September – February)	Acquired at FHV 30 ECTS
	Spring semester (March - July)	Acquired at IPCA 30 ECTS	Spring semester (March – July)	Acquired at FHV 30 ECTS
2 nd year	Autumn semester (September - February)	Acquired at FHV 27 - 30 ECTS	Autumn semester (September - February)	Acquired at IPCA 30 ECTS
	Spring semester (March – July)	Acquired at FHV 30 – 33 ECTS	Spring semester (March - July)	Acquired at IPCA 30 ECTS
TOTAL	2 years / 120 ECTS		2 years / 120 ECTS	

Depending on the national and the institutional requirements, the students are required to study 2 semesters at the host university and meet the academic criteria.

In order to obtain the Master Degree in Informatics Engineering from IPCA, FHV students must

- Obtain 60 ECTS credits at Master level from FHV and 60 ECTS from IPCA
- Write a Master thesis. The thesis is written in English. Master thesis will be supervised and graded by IPCA and FHV. Final presentation at IPCA will be recognized as final exam from FHV.

In order to get the Master Degree Master Computer Science from FHV, IPCA students must

- Obtain 60 ECTS credits at Master level from IPCA and 60 ECTS from FHV
- Write a Master thesis. The thesis is written in English. Master thesis will be supervised and graded by IPCA and FHV. Final exam at FHV will be recognized as final presentation from IPCA.

Completed Degree

Final degrees will be awarded after the student has successfully completed the required studies in each university. Each university will issue a diploma based on the forwarded transcript of records from the home institution added by the courses passed at the host institution, showing that the student has passed all required courses. At the end the students will have two degrees. The titles of degrees are:

- IPCA: Master in Informatics Engineering
- FHV: Master of Science in Engineering (MSc)

Upon graduation, the student will receive the Degree Certificates, Transcripts of Records (includes the recognition of the studies undertaken) and Diploma Supplements (includes the information of the Double Degree Programme). In addition, in the case of Austria, the Bridging Document.

Applicable Law and Settlement of Disputes

In the event of difficulties in interpreting or implementing the agreement, the institutions concerned shall endeavour to settle their dispute amicably. The legal remedy should be the last resort after all other remedies have been exhausted. In this case, the litigation shall take place at the defendant's place of jurisdiction.

Students are required to comply with local regulations. In case of a complaint, the conflict between the university concerned and the student will be resolved in accordance with local regulations.

Data Protection

The parties process the data required for the processing and execution of the stay abroad in compliance with the data protection regulations, in particular the EU General Data Protection Regulation (GDPR) and the data protection laws based thereon. The respective partners themselves are responsible for the data protection lawfulness of the processing of personal data and the fulfilment of the associated obligations.

Duration and Termination of the Double Degree Programme

This agreement shall enter into force upon its signature and shall initially apply for 3 years from the date of its entry into force. After the expiry of this period of 3 years, the agreement shall continue in 3 years periods, if not terminated. The agreement can be amended by written amendments signed by both universities.

Any institution may request termination of the contract, but only if the partners are informed in writing of the decision within six months.

If this agreement is terminated, the participating institutions shall ensure that students who have already begun their studies at the time of termination of the agreement can complete them in accordance with the provisions of this agreement.

Dates and Signatures


.....
(Signature and Stamp)

**IPCA Instituto Politécnico do Cávado e do Ave,
Portugal**
Name and Function:
Maria José Fernandes, President

Date: 26.04.2023.....


.....
Signature and Stamp)

**FHV Vorarlberg University of Applied
Sciences, Austria**
Name and Function:
Mag. Stefan Fitz-Rankl, CEO

Date: 26.04.2023.....

Agreement Appendix

The Appendix 1 is reviewed and updated, when necessary, each academic year by the contact person responsible for the DD Programme.

Degree Programme Structure for IPCA students attending the DDP with FHV

Semester	Courses to attend	Comments
1	<p>Courses to attend at IPCA:</p> <ul style="list-style-type: none"> • Cloud Computing Systems = 6 ECTS • Advanced Databases = 6 ECTS • Architecture and Systems Integration = 6 ECTS • Advanced Interfaces Design = 6 ECTS • Cloud Computing Project = 6 ECTS 	<ul style="list-style-type: none"> • Course Descriptions: https://est.ipca.pt/en/curso/informatics-engineering/ • IPCA students study semester 1 = 30 ECTS at IPCA • FHV recognizes the courses from semester 1 = 30 ECTS
2	<p>Courses to attend at IPCA</p> <ul style="list-style-type: none"> • Advanced Web Programming = 6 ECTS • Advanced Mobile Devices Programming = 6 ECTS • High-Performance Computing = 6 ECTS • Computer Engineering Research = 6 ECTS • Multimodal Project = 6 ECTS 	<ul style="list-style-type: none"> • Course Descriptions: https://est.ipca.pt/en/curso/informatics-engineering/ • IPCA students study semester 2 = 30 ECTS at IPCA • FHV recognizes the courses from semester 2 = 30 ECTS
3	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Experts Talks in Software Engineering = 4 ECTS • Storytelling with Data = 4 ECTS • Project Master Informatics = 8 ECTS • Refactoring and Migration = 4 ECTS • Seminar Masters Thesis = 4 ECTS <p>Plus two of the following options</p> <ul style="list-style-type: none"> • Machine Learning (1st semester) = 3 ECTS • Neural Networks (1st semester) = 3 ECTS • Reinforcement Learning = 4 ECTS • Context Studies = 3 ECTS • Architectures and Security in Distributed Systems (This is a second semester course at FHV, which IPCA students can take during their 4th semester) = 3 ECTS 	<ul style="list-style-type: none"> • Course descriptions https://www.fhv.at/en/studies/engineering-technology/computer-science-msc/information-on-educational-components/ <i>A few courses might be listed as being taught in German but will be taught in English if there are DDP participants.</i> • IPCA students study semester 3 = 30 - 31 ECTS at FHV • IPCA recognizes semester 3 = 30 ECTS from FHV • Research question for Masters Thesis will be developed within the Seminar Masters Thesis, agreed upon by both universities

		and will be supervised and graded by both universities.
4	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Master Thesis = 27 ECTS • Masters Exam = 3 ECTS 	<ul style="list-style-type: none"> • Course descriptions https://www.fhv.at/en/studies/engineering-technology/computer-science-msc/information-on-educational-components/ • IPCA students study semester 4 = 30 ECTS at FHV • Master's thesis will be supervised and graded by both universities. • Final exam at FHV will be recognized by IPCA as their final presentation (Final exam with representatives of both universities) • IPCA recognizes 30 ECTS from FHV (or 33 ECTS from FHV in case the course from the 2nd semester is chosen)

Degree Programme Structure for FHV students attending the DDP with IPCA

Semester	Courses to attend	Comments
1	<p>Courses to attend at FHV:</p> <ul style="list-style-type: none"> • Teambuilding – 2 ECTS • Functional Programming Concepts – 5 ECTS • Formal Methods – 4 ECTS • Database System Internals – 4 ECTS • Computer Organization and Design – 3 ECTS • Embedded Programming – 3 ECTS • Human-Machine-Interaction in Context – 3 ECTS • Progressive Webapplications – 3 ECTS • Desktop Webapplications – 3 ECTS 	<ul style="list-style-type: none"> • Course Descriptions: https://www.fhv.at/en/studies/engineering-technology/computer-science-msc/information-on-educational-components/ • FHV students study semester 1 = 30 ECTS at FHV • IPCA recognizes the courses from semester 1 = 30 ECTS
2	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Software Processes – 5 ECTS • Parallel and Concurrent Programming – 4 ECTS • Contextual Studies – 6 ECTS • Communication Systems – 3 ECTS • Domain Specific Software Engineering Process – 3 ECTS • Concepts of Advanced Web Architectures and Software Design – 3 ECTS • Applied Advanced Web Architectures and Software Design – 3 ECTS • Architectures and Security in Distributed Systems – 3 ECTS 	<ul style="list-style-type: none"> • Course Descriptions: https://www.fhv.at/en/studies/engineering-technology/computer-science-msc/information-on-educational-components/ • FHV students study semester 2 = 30 ECTS at FHV. • IPCA recognizes the courses from semester 2 = 30 ECTS
3	<p>Courses to attend at IPCA</p> <ul style="list-style-type: none"> • Advanced Topics on Application Security – 6 ECTS • Applied Artificial Intelligence – 6 ECTS • Coding for Data Visualization – 6 ECTS • Cloud Computing Project (from 1. Semester) – 6 ECTS • Preparation for Thesis/Project/Internship – 6 ECTS 	<ul style="list-style-type: none"> • Course descriptions https://est.ipca.pt/en/curso/informatics-engineering/ • FHV students study semester 3 = 30 ECTS at IPCA • FHV recognizes semester 3 = 30 ECTS from IPCA
4	<p>Courses to attend at IPCA</p> <ul style="list-style-type: none"> • Thesis = 30 ECTS 	<ul style="list-style-type: none"> • Course descriptions https://est.ipca.pt/en/curso/informatics-engineering/ • FHV students study semester 4 = 30 ECTS at IPCA

		<ul style="list-style-type: none"> • Master's thesis will be supervised and graded by both universities. • Final presentation at IPCA will be recognized by FHV as the final exam. (Final presentation with representatives of both universities) • FHV recognizes semester 4 from IPCA = 30 ECTS
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Course Supplement for students

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered for the Double Degree Programme participants.

Optional course offer for promoting multilingualism and cultural diversity (if available)

- **FHV** Language course offer in the national language German
 - German Basic = 3 ECTS
 - German Basic Fast Track = 3 ECTS
 - German Intermediate = 3 ECTS
 - German Advanced = 3 ECTS
 - German for Business = 3 ECTS
- **FHV** Participation in courses in the national language (if linguistically suitable): not applicable
- **FHV** Participation in RUN-EU Short Advance Programmes (SAPs): Depending on the offer – needs to get decided individually.
- **IPCA** Language course offer in the national language Portuguese
 - beginner's level courses (A1/A2) = 4 ECTS
- **IPCA**: Participation in courses in the national language (if linguistically suitable): not applicable
- **IPCA**: Participation in RUN-EU Short Advance Programmes (SAPs): Depending on the offer – needs to get decided individually.

Conversion Table of Grades

Grade Conversion is done according to the ECTS Users Guide 2015 (see Annex II, page 79, https://education.ec.europa.eu/sites/default/files/document-library-docs/ects-users-guide_en.pdf)

The Transcript of Records is produced in the valid grading system of the respective institution. The conversion necessary to produce the diplomas is carried out by the study secretariats or examination offices of the respective degree program at both institutions. Students are responsible for sending the required Transcript of Records to the relevant study secretariats and examination offices.

Failure to Pass an Examination

The student will follow the regulations of the institute at which the student is studying at the moment of examination.

Information and services for Double Degree Programme students

The universities IPCA and FHV provide up-to-date information and support for the double degree students in relation to their DD studies. The information for the double degree students is available as follows:

IPCA: Information for incoming exchange/Double Degree Programme students:
<https://ipca.pt/en/incoming-students/>

FHV: Information for incoming exchange/Double Degree Programme students:
<https://www.fhv.at/en/studies/international/exchange-students-incomings/>

4.8 DDP-Agreement at bachelor's level in InterMedia (FHV) and Smart and Sustainable Design (HAMK) with two different study paths



AGREEMENT ON DOUBLE DEGREE PROGRAMME

Between FHV - Vorarlberg University of Applied Sciences (FHV) and Häme University of Applied Sciences (HAMK) concerning the degree programme in InterMedia (FHV) and the degree programme in Smart and Sustainable Design (HAMK)

Valid as of September 2023



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Introduction

The universities FHV - Vorarlberg University of Applied Sciences (FHV) and Häme University of Applied Sciences (HAMK) agree to launch a Double Degree Programme in the field of Design. Within this RUN-EU Double Degree Programme, the students from FHV and HAMK complete a Double Degree Programme at both universities in the following degree programmes:

Bachelor of Arts in Arts and Design (BA) in degree programme in InterMedia, 180 ECTS, FHV - Vorarlberg University of Applied Sciences

and

Bachelor of Culture and Arts in degree programme in Smart and Sustainable Design, 240 ECTS, Häme University of Applied Sciences

By signing this agreement, the above-mentioned institutions agree to issue national degree diplomas for students fulfilling the conditions set forth in this agreement.

University information and contact persons

FHV – Vorarlberg University of Applied Sciences	
President/CEO	Mag. Stefan Fitz-Rankl, CEO Hochschulstrasse 1, 6850 Dornbirn, Austria, stefan.fitzrankl@fhv.at , +43 5572 792 2001
Head of study programme	Dr. Margarita Köhl, MAS, Head of bachelor and master degree programme InterMedia, Hochschulstrasse 1, 6850 Dornbirn, Austria, margarita.koehl@fhv.at , +43 5572 792 5201
International Office	Katharina Devich, Head International Office, Hochschulstrasse 1, 6850 Dornbirn, Austria, katharina.devich@fhv.at , +43 5572 792 1201
Häme University of Applied Sciences	
President/rector	Pertti Puusaari, President HAMK / PO Box 230, 13101 Hämeenlinna, Finland, pertti.puusaari@hamk.fi , +358400469605
Head of study programme	Anna Huoviala, Head of Degree Programme, School of Entrepreneurship, Business and Technology; Vankanlähde 11, 13100 Hämeenlinna; anna.huoviala@hamk.fi ; +358505211059
International Office	Ms. Riikka Kekäläinen-Alkio, HAMK International; Vankanlähde 9, 13100 Hämeenlinna; riikka.kekalainen-alkio@hamk.fi , +358407514051



Management and Coordination of the Double Degree Programme

The partner universities will manage and coordinate the Double Degree Programme. For this purpose, each university will nominate a contact person responsible for the DD Programme. It is expected that the person is or reports to the Head or the Director of the Degree Programme. The Appendix I on programme structure and the modules is validated yearly by the assigned person responsible for the DD Programme.

The partner universities commit to implement regular evaluation according to the RUN-EU guidelines.

Number of Students

A maximum of 4 students per institution is accepted. In case of a higher number of applicants both partners will decide if more students can be accepted.

Programme Language

All study courses are taught in English. The applicants must have an English proficiency equivalent to level B2 or higher of CEFR (Common European Framework of Reference for Languages). This must be proven by a language test, e.g., TOEFL, IELTS, Cambridge ESOL, CEFR or equivalent. As an equivalent, a certificate from the university's English language teacher is also acceptable.

Proof of English proficiency is also considered fulfilled if the applicant obtained their qualification for university entrance in English, and/or has completed a first academic degree in English, and/or speaks English as a native language.

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered to the Double Degree Programme participants. The additional course offerings are listed in the Annex.

Tuition Fees and Other Charges

The RUN-EU double degree programme students will be subject to the normal regulations of the host institution. When applicable, the students pay the tuition fees to their home institution during the double degree studies period in the host institution. Since the students remain enrolled at their home institution, in addition to the normal tuition fee, the following administrative or service fees apply:

FHV students at HAMK are required to pay

- Finnish Student Health Services fee (only if the student does not have a valid European Health Insurance Card).

HAMK students at FHV are required to pay

- Finnish Student Health Services fee
- Membership fees for the Österreichische HochschülerInnenschaft (Austrian National Union of Students). Currently this fee is 21,20 Euros per semester.

Besides the fees listed above, there will be no other charges between the institutions due to these arrangements. Students are themselves responsible to cover their own living and accommodation costs.

Student Application, Prerequisites and Selection

Students will submit their applications for Double Degree Programme according to the instructions of their home institutions. The home institution nominates the students to the host institution. The host institution provides relevant information regarding the application process.

Required application documents:

- Transcript of Records (ToR)
- Motivation letter
- Learning Agreement

To fulfil the application requirements, the applicants must have an adequate study performance at the home university and must fulfil the required language skills. To be able to start the time at the host institution, the applicants must have successfully passed all studies corresponding to the curricula at their home university as follows:

- FHV (Option 1): 90 ECTS (semester 1-3)
- FHV (Option 2) 120 ECTS (semester 1-4)
- HAMK (Option 1): 90 ECTS (semester 1-3)
- HAMK (Option2): 120 ECTS (semester 1-4)

The selection is made by the Head or the Director of the Degree Programme of the home university, based on the application documents.



Enrolment and Registration

Home University: Students remain enrolled at their home institution during their study at the host university and they must re-register independently each semester at the home institution.

Host University: Students will be enrolled at the host university during their stay and will be subject to the normal regulations of the institution. Students must independently enrol themselves as present for host university till their graduation.

Students in the Double Degree Programme must take out compulsory insurance (health insurance, liability insurance) in accordance with the laws and regulations in force in the country where they are staying.

Double Degree Programme Structure

The degree programme structures of the degree programmes in the scope of Double Degree Programme as determined in this agreement are described in Appendix 1. Appendix 1 is reviewed and updated when necessary each academic year by the contact person responsible for the DD Programme.

Aca- dem- ic years	FHV students attending the Double Degree Programme with HAMK (Option 1)		FHV students attending the Double Degree Pro- gramme with HAMK (Op- tion 2)		HAMK students attending the Double Degree Programme with FHV (Option 1)		HAMK students at- tending the Double De- gree Programme with FHV (Option 2)	
Semes- ter 1, 1 st year	autumn se- mester (<i>begin- ning of Sep- tember – early February</i>)	Acquired at FHV (30 ECTS)	autumn se- mester (<i>be- ginning of September – early Feb- ruary</i>)	Acquired at FHV (30 ECTS)	autumn se- mester (<i>Mid August – end of December</i>)	Acquired at HAMK (30 ECTS)	autumn semester (<i>Mid Au- gust – end of Decem- ber</i>)	Acquired at HAMK (30 ECTS)
Semes- ter 2, 1 st year	spring semester (<i>end of Febru- ary/beginning of March – end of June/begin- ning of July</i>)	Acquired at FHV (30 ECTS)	spring semester (<i>end of Feb- ruary/be- ginning of March – end of June/begin- ning of July</i>)	Acquired at FHV (30 ECTS)	spring semester (<i>Early January – end of July</i>)	Acquired at HAMK (30 ECTS)	spring semester (<i>Early January - end of July</i>)	Acquired at HAMK (30 ECTS)
Semes- ter 3, 2 nd year	autumn se- mester (<i>2nd week of Sep- tember – be- fore Christ- mas</i>)	Acquired at FHV (30 ECTS)	autumn se- mester (<i>2nd week of September – before Christmas</i>)	Acquired at FHV (30 ECTS)	autumn se- mester (<i>Mid August – end of December</i>)	Acquired at HAMK (30 ECTS)	autumn semester (<i>Mid Au- gust – end of Decem- ber</i>)	Acquired at HAMK (30 ECTS)
Semes- ter 4, 2 nd year	spring semester (<i>Early Janu- ary- end of July</i>)	Acquired at HAMK (30 ECTS)	Spring se- mester (<i>end of Febru- ary/begin- ning of March – end of June/begin- ning of July</i>)	Acquired at FHV (30 ECTS)	Spring semes- ter (<i>end of February/be- ginning of March – end of June/begin- ning of July</i>)	Acquired at FHV (30 ECTS)	spring semester (<i>Early January - end of July</i>)	Acquired at HAMK (30 ECTS)
Semes- ter 5, 3 rd year	autumn se- mester (<i>Mid August – end of December</i>)	Acquired at HAMK (30 ECTS)	autumn se- mester (<i>Mid August – end of De- cember</i>)	Acquired at HAMK (30 ECTS)	autumn se- mester (<i>1st week of No- vember – be- ginning of February</i>) <i>work experi- ence that is part of this se- mester is to be done before November (does not have to be in Aus- tria)</i>	Acquired at FHV (30 ECTS)	autumn semester (<i>1st week of No- vember – beginning of Febru- ary</i>) <i>work ex- perience that is part of this se- mester is to be done be- fore No- vember (does not have to</i>	Acquired at FHV (30 ECTS)

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							<i>be in Austria)</i>	
Semester 6, 3rd year	Spring semester (<i>end of February/beginning of March – end of June/beginning of July</i>)	Acquired at FHV (30 ECTS)	Spring semester (Early January – end of July)	Acquired at HAMK (30 ECTS + optional summer study)	spring semester (<i>Early January – end of July</i>)	Acquired at HAMK (30 ECTS)	Spring semester (<i>end of February/beginning of March – end of June/beginning of July</i>)	Acquired at FHV (30 ECTS)
Semester 7, 4th year	Autumn semester (<i>end of September – early February</i>)	Acquired at FHV (30 ECTS)	Autumn semester (<i>end of September – early February</i>)	Acquired at FHV (30 ECTS)	<i>Autumn semester (Mid August – end of December)</i>	Acquired at HAMK (30 ECTS)	<i>Autumn semester (Mid August – end of December)</i>	Acquired at HAMK (30 ECTS)
Semester 8, 4th year	Spring semester (<i>end of February/beginning of March – end of June/beginning of July</i>)	Acquired at FHV (30 ECTS)	Spring semester at FHV if needed (optional summer study can substitute this semester)		spring semester (Early January – End of January)	Acquired at HAMK (30 ECTS)	spring semester (Early January – End of January)	Acquired at HAMK (30 ECTS)
TOTAL		240 ECTS		240 ECTS		240 ECTS		240 ECTS

Depending on the national and the institutional requirements, the students are required to study **two** semesters at the host university and meet the academic criteria.

Failed exams can be repeated in accordance with the examination and study regulations applicable at the respective university.

HAMK students have the right to redo failed exam at FHV in following semester after double degree academic year has been completed.

FHV students have the right to redo failed assignments and/or exams at HAMK in the following semester.

In order to obtain the Bachelor of Arts in Arts and Design (BA) degree from Vorarlberg University of Applied Sciences, **HAMK students** must

- Obtain 180 ECTS credits from HAMK and 60 ECTS credits from FHV = 240 ECTS, including
 - writing a thesis (15 ECTS) at HAMK,
 - The thesis needs to be written in English.
 - The thesis will be supervised and graded by HAMK and FHV.
 - The final examination / thesis presentation will be jointly assessed and graded by HAMK and FHV.



In order to get the Bachelor of Culture and Arts degree from Häme University of Applied Sciences, **FHV students** must

- Obtain 180 ECTS credits from FHV and 60 ECTS from HAMK = 240 ECTS, including
 - writing a thesis (15 ECTS) at FHV,
 - The thesis needs to be written in English.
 - The thesis will be supervised and graded by FHV and HAMK.
 - The final examination / thesis presentation will be jointly assessed and graded by HAMK and FHV.

Completed Degree

Final degrees will be awarded after the completion of the required prerequisites at each institution. The home institution will award the degree first, only then will the host institution award their degree. The degrees do not have to be awarded at the same time; it is possible to graduate from the home university a year before graduating from the host university.

Each university will issue a diploma based on the forwarded transcript of records from the home institution added by the courses passed at the host institution, showing that the student has passed all required courses. At the end the students will have two degrees. The titles of degrees are:

FHV: Bachelor of Arts in Degree Programme InterMedia

HAMK: Bachelor of Culture and Arts in Degree Programme Smart and Sustainable Design

Upon graduation, the student will receive the Degree Certificates, Transcripts of Records (includes the recognition of the studies undertaken) and Diploma Supplements (includes the information of the Double Degree Programme). In addition, in the case of Austria, the Bridging Document.



Applicable Law and Settlement of Disputes

In the event of difficulties in interpreting or implementing the agreement, the institutions concerned shall endeavour to settle their dispute amicably. The legal remedy should be the last resort after all other remedies have been exhausted. In this case, the litigation shall take place at the defendant's place of jurisdiction.

Students are required to comply with local regulations. In case of a complaint, the conflict between the university concerned and the student will be resolved in accordance with local regulations.

Data Protection

The parties process the data required for the processing and execution of the stay abroad in compliance with the data protection regulations, in particular the EU General Data Protection Regulation (GDPR) and the data protection laws based thereon. The respective partners themselves are responsible for the data protection lawfulness of the processing of personal data and the fulfilment of the associated obligations.

Duration and Termination of the Double Degree Programme

This agreement shall enter into force upon its signature and shall initially apply for 3 years from the date of its entry into force. After the expiry of this period of 3 years, the agreement shall continue in 3 year periods, if not terminated. The agreement can be amended by written amendments signed by both universities.

Any institution may request termination of the contract, but only if the partners are informed in writing of the decision within six months.

If this agreement is terminated, the participating institutions shall ensure that students who have already begun their studies at the time of termination of the agreement can complete them in accordance with the provisions of this agreement.



Dates and Signatures

Häme University of Applied Sciences

FHV-Vorarlberg University of Applied Sciences

Pertti Puusaari, President

Date: _____

Mag. Stefan Fitz-Rankl, CEO

Date: _____

Anna Huoviola
Head of Degree Programme
Date: _____

Dr. Margarita Köhl, MAS
Head of Degree Programme
Date: _____

Agreement Appendix

The Appendix 1 is reviewed and updated when necessary each academic year by the contact person responsible for the DD Programme.

Degree Programme Structure for HAMK students attending the DDP with FHV

The list is subject to regular changes, thus the course choice needs to be aligned with the Guidance Counsellor of the degree programme at HAMK.

OPTION 1

Semester	Courses to attend	Comments
1	<p>Courses to attend at HAMK</p> <p>Orientation to Design (15 ECTS)</p> <ul style="list-style-type: none"> • Sketching and Visualization 5 cr • Digital Learning Environments 2 cr • Design Studio 5cr • Design in Culture 3 cr <p>Design Basics (15 ECTS)</p> <ul style="list-style-type: none"> • Basics of Sustainable Design 2cr • Digital Visualization 3 cr • Finnish 1, 2cr/Studiemiljö 2cr • Materials and Techniques 8cr 	<ul style="list-style-type: none"> • Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupid=77501&planId=85463 • HAMK students study semester 1 = 30 ECTS at HAMK • FHV recognizes semester 1 = 30 ECTS from HAMK
2	<p>Courses to attend at HAMK</p> <p>Design Methods (15 ECTS)</p> <ul style="list-style-type: none"> • Basics of Design Thinking 5 cr • Finnish 2, 3cr/Företagsmiljö 3cr • Design And Techniques 7cr <p>Prototyping (15-18 ECTS)</p> <ul style="list-style-type: none"> • Basics of Smart Design 3cr • Visual and Documentary Portfolio 3 cr • Finnish 3, 3cr and Finnish 4, 2cr/Viestinnän perusteet 2cr • Prototyping and Techniques 7cr 	<ul style="list-style-type: none"> • Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupid=77501&planId=85463 • HAMK students study semester 2 = 30 ECTS at HAMK • FHV recognizes semester 2 = 30 ECTS from HAMK
3	<p>Courses to attend at HAMK</p>	<ul style="list-style-type: none"> • Course Descriptions: https://hamk.opinto-

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	<p>Design Process (15 ECTS)</p> <ul style="list-style-type: none"> • Colour and Form 3 cr • Design Methods and Research 1, 3cr • English for Designers 3cr • Designing Process 6cr <p>Product Development (15 ECTS)</p> <ul style="list-style-type: none"> • Smart and Sustainable Materials and Methods 4cr • Future Studies in Design 2cr • Product Development Project 9cr 	<p>opas.fi/curricula/degreeprogrammes/groups/plan?groupId=77501&planId=85463</p> <ul style="list-style-type: none"> • HAMK students study semester 3 = 30 ECTS at HAMK • FHV recognizes semester 3 = 30 ECTS from HAMK
4	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Life Sciences 3 ECTS • Academic Work 4 1 ECTS • DesignTalk OpenIdea BA 4 1 ECTS • Planet Centric and Circular Design 3 ECTS • Elective 2 of 4 14 ECTS • Best Practice Analysis 3 ECTS • Project Work on your Own Goal 2 5 ECTS 	<ul style="list-style-type: none"> • Course descriptions not yet available (new curriculum): https://www.fhv.at/en/studies/design/intermedia-ba/information-on-educational-components/ • HAMK students study semester 4 = 30 ECTS at FHV • HAMK recognizes semester 4 = 30 ECTS from FHV
5	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Political and Social Sciences 2 ECTS • Evaluation Methods 2 ECTS • DesignTalk OpenIdea BA 5 1 ECTS • Critical and Speculative Design 3 ECTS • Publishing 2 ECTS • Work Experience 12 ECTS • Project Work on your Own Goal 3 8 ECTS 	<ul style="list-style-type: none"> • Course descriptions not yet available (new curriculum): https://www.fhv.at/en/studies/design/intermedia-ba/information-on-educational-components/ • HAMK students study semester 5 = 30 ECTS at FHV • HAMK recognizes semester 5 = 30 ECTS from FHV
6	<p>Courses to attend at HAMK</p> <p>Global and Local Design (23 ECTS)</p> <ul style="list-style-type: none"> • Design History 3cr (e-learning) • Manufacturing Project 9cr • Visual Communication 3cr • Collaboration Project 3, 8cr <p>Applied Research in Design (12 ECTS)</p> <ul style="list-style-type: none"> • Orientation to Thesis 2cr • Designer's Portfolio 3cr 	<p>• Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupId=77501&planId=85463</p> <ul style="list-style-type: none"> • HAMK students study semester 6 = 30 ECTS at HAMK • FHV recognizes semester 6 = 30 ECTS from HAMK

	<ul style="list-style-type: none"> Multidisciplinary Project 7cr 	
7	<p>Courses to attend at HAMK</p> <ul style="list-style-type: none"> Project Management 2cr Service Design 2cr Launching Design 3cr Sustainable Entrepreneurship in Design 3cr Sustainable Supply Chains in Design 3cr <p>Work Placement 2 (18 ECTS)</p>	<ul style="list-style-type: none"> Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupid=77501&planid=85463 HAMK students study semester 7 = 30 ECTS at HAMK FHV recognizes semester 7 = 30 ECTS from HAMK
8	<p>Courses to attend at HAMK</p> <p>Thesis (15 ECTS) Professional skills</p>	<ul style="list-style-type: none"> Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupid=77501&planid=85463 HAMK students study semester 8 = 30 ECTS at HAMK FHV recognizes semester 8 = 30 ECTS from HAMK
	Final presentation	<ul style="list-style-type: none"> Presentation by student, attended by both, HAMK and FHV, and graded jointly

OPTION 2

Semester	Courses to attend	Comments
1	<p>Courses to attend at HAMK</p> <p>Orientation to Design (15 ECTS)</p> <ul style="list-style-type: none"> Sketching and Visualization 5 cr Digital Learning Environments 2 cr Design Studio 5cr Design in Culture 3 cr <p>Design Basics (15 ECTS)</p> <ul style="list-style-type: none"> Basics of Sustainable Design 2cr Digital Visualization 3 cr Finnish 1, 2cr/Studiemiljö 2cr 	<ul style="list-style-type: none"> Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupid=77501&planid=85463 HAMK students study semester 1 = 30 ECTS at HAMK FHV recognizes semester 1 = 30 ECTS from HAMK

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	<ul style="list-style-type: none"> Materials and Techniques 8cr 	
2	<p>Courses to attend at HAMK</p> <p>Design Methods (15 ECTS)</p> <ul style="list-style-type: none"> Basics of Design Thinking 5 cr Finnish 2, 3cr/Företagsmiljö 3cr Design And Techniques 7cr <p>Prototyping (15-18 ECTS)</p> <ul style="list-style-type: none"> Basics of Smart Design 3cr Visual and Documentary Portfolio 3 cr Finnish 3, 3cr and Finnish 4, 2cr/Viestinnän perusteet 2cr Prototyping and Techniques 7cr 	<ul style="list-style-type: none"> Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupid=77501&planid=85463 HAMK students study semester 2 = 30 ECTS at HAMK FHV recognizes semester 2 = 30 ECTS from HAMK
3	<p>Courses to attend at HAMK</p> <p>Design Process (15 ECTS)</p> <ul style="list-style-type: none"> Colour and Form 3 cr Design Methods and Research 1, 3cr English for Designers 3cr Designing Process 6cr <p>Product Development (15 ECTS)</p> <ul style="list-style-type: none"> Smart and Sustainable Materials and Methods 4cr Future Studies in Design 2cr Product Development Project 9cr 	<ul style="list-style-type: none"> Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupid=77501&planid=85463 HAMK students study semester 3 = 30 ECTS at HAMK FHV recognizes semester 3 = 30 ECTS from HAMK
4	<p>Courses to attend at HAMK</p> <p>Manufacturing (15 ECTS)</p> <ul style="list-style-type: none"> Visual Communication 3 cr Design History 3 cr Manufacturing Project 9 cr <p>Optional Studies (15ECTS)</p>	<ul style="list-style-type: none"> Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupid=77501&planid=85463 HAMK students study semester 3 = 30 ECTS at HAMK FHV recognizes semester 3 = 30 ECTS from HAMK
5	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> Political and Social Sciences 2 ECTS Evaluation Methods 2 ECTS DesignTalk OpenIdea BA 5 1 ECTS 	<ul style="list-style-type: none"> Course descriptions not yet available (new curriculum): https://www.fhv.at/en/studies/design/intermedia-ba/information-on-educational-components/

	<ul style="list-style-type: none"> • Critical and Speculative Design 3 ECTS • Publishing 2 ECTS • Work Experience 12 ECTS • Project Work on your Own Goal 3 8 ECTS 	<ul style="list-style-type: none"> • HAMK students study semester 5 = 30 ECTS at FHV • HAMK recognizes semester 5 = 30 ECTS from FHV
6	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Life Sciences 3 ECTS • Academic Work 4 1 ECTS • DesignTalk OpenIdea BA 4 1 ECTS • Planet Centric and Circular Design 3 ECTS • Elective 2 of 4 14 ECTS • Best Practice Analysis 3 ECTS • Project Work on your Own Goal 2 5 ECTS 	<ul style="list-style-type: none"> • Course descriptions not yet available (new curriculum): https://www.fhv.at/en/studies/design/intermedia-ba/information-on-educational-components/ • HAMK students study semester 4 = 30 ECTS at FHV • HAMK recognizes semester 4 = 30 ECTS from FHV
7	<p>Courses to attend at HAMK</p> <ul style="list-style-type: none"> • Project Management 2cr • Service Design 2cr • Launching Design 3cr • Sustainable Entrepreneurship in Design 3cr • Sustainable Supply Chains in Design 3cr <p>Work Placement 2 (18 ECTS)</p>	<ul style="list-style-type: none"> • Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupId=77501&planId=85463 • HAMK students study semester 7 = 30 ECTS at HAMK • FHV recognizes semester 7 = 30 ECTS from HAMK
8	<p>Courses to attend at HAMK</p> <p>Thesis (15 ECTS)</p> <p>Professional skills</p>	<ul style="list-style-type: none"> • Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupId=77501&planId=85463 • HAMK students study semester 8 = 30 ECTS at HAMK • FHV recognizes semester 8 = 30 ECTS from HAMK
	<p>Final presentation</p>	<ul style="list-style-type: none"> • Presentation by student, attended by both, HAMK and FHV, and graded jointly

Degree Programme Structure for FHV students attending the DDP with HAMK

The list is subject to regular changes, thus the course choice needs to be aligned with the Guidance Counsellor of the degree programme at HAMK.

HAMK offers FHV students two different study paths: project work or material based studies. For material based studies it is recommended to start studies in HAMK in Autumn (option 2). For material based studies students can choose either Glass and Ceramics or Fashion (Apparel and Footwear) as their majors.

OPTION 1

Semester	Courses to attend	Comments
1	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Media and Communication Studies, Media Law 3 ECTS • Scientific Working Methods 1 3 ECTS • Design Talk OpenIdea BA 1 1 ECTS • Self-Competence and Teamwork 2 ECTS • Design Basics 1 3 ECTS • Media Technology Basics 2 ECTS • Designstudios 8 ECTS • Design Project 1 8 ECTS 	<ul style="list-style-type: none"> • Course descriptions: https://www.fhv.at/en/studies/design/intermedia-ba/information-on-educational-components/semester/?stg=0062&typeEN=&sem=1&cHash=0b066f4ec88ddb1ad42ed593ecada1e6 <p>FHV students study semester 1 = 30 ECTS at FHV</p>
2	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Psychology of Perception and Visual Studies 3 ECTS • Scientific Working Methods 2 (2 ECTS) • Methods of Design Research 3 (ECTS) • DesignTalk OpenIdea BA 2 1 (ECTS) • Project Management 2 ECTS • Design Techniques 2 ECTS • Design Basics 2 (7 ECTS) • Computational Empowerment 4 ECTS • Design Project 2 (6 ECTS) 	<ul style="list-style-type: none"> • Course descriptions: https://www.fhv.at/en/studies/design/intermedia-ba/information-on-educational-components/semester/?stg=0062&typeEN=&sem=0&cHash=5776a817936b159e9f8c647d2a1c6f0e • FHV students study semester 2 = 30 ECTS at FHV
3	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Cultural Studies and Social Sciences (3 ECTS) • Scientific Working Methods 3 (1 ECTS) • DesignTalk OpenIdea BA3 (1 ECTS) • Brainstorming, Idea Generation (4 ECTS) • Elective 1 of 4* (3 ECTS) 	<ul style="list-style-type: none"> • Course descriptions not yet available (new curriculum): https://www.fhv.at/en/studies/design/intermedia-ba/information-on-educational-components/

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	<ul style="list-style-type: none"> • Fundamentals of Design 3 (6 ECTS) • Interface and Interaction Design (4 ECTS) • Presenting, Moderating (2 ECTS) • Project Work on your Own Goal 1 (6 ECTS) 	<ul style="list-style-type: none"> • FHV students study semester 3 = 30 ECTS at FHV
4	<p>Courses to attend at HAMK</p> <p>3rd module</p> <ul style="list-style-type: none"> • Design Methods and Research 2, 3 ECTS • Collaboration project 3, 8 ECTS • Visual Communication, 3 ECTS <p>4th module</p> <ul style="list-style-type: none"> • Basics of Smart design, 3 ECTS • Smart and Sustainable research, 3 ECTS • Designer's Portfolio, 3 ECTS • Multidisciplinary project, 7 ECTS <p>Optional courses</p> <ul style="list-style-type: none"> • iPdP/Design Factory, 10-15 ECTS • Work Placement, 15 ECTS • Digital surface design, 5-20 ECTS (summer study) • Global Fashion Business, 5-15 ECTS (summer study) 	<ul style="list-style-type: none"> • Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupId=77501&planId=85463 • FHV students study semester 4 = 30 ECTS at HAMK • FHV recognizes semester 4 = 30 ECTS from HAMK <p>Recognition of optional courses will be agreed upon if students opt for courses before the student completes the courses. Recognition is part of the programme. If the work placement is done, recognition as the internship will be done upon prior agreement.</p>
5	<p>Courses to attend at HAMK</p> <p>1st module</p> <ul style="list-style-type: none"> • Design Methods and Research 1, 3 ECTS • Colour and Form, 3 ECTS • Project management, 2 ECTS • Collaboration Project 1, 8 ECTS OR Design studio, 5 ECTS <p>2nd module</p> <ul style="list-style-type: none"> • Smart and sustainable materials and techniques, 4 ECTS • Basics of Sustainable Design, 2 ECTS • Future studies in Design, 2 ECTS • Collaboration Project 2, 9 ECTS OR Materials and Techniques, 8 ECTS <p>Optional Courses</p> <ul style="list-style-type: none"> • Optional Design Project, 5 ECTS • Design Factory Workshops, 1-9 ECTS 	<ul style="list-style-type: none"> • Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupId=77501&planId=85463 • FHV students study semester 5 = 30 ECTS from HAMK • FHV recognizes semester 5 = 30 ECTS from HAMK

6	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Digital Humanities 3 ECTS • Methods of Scientific Argumentation 3 ECTS • DesignTalk OpenIdea BA 6 1 ECTS • Media Calculation Methods 2 ECTS • Elective 2 of 4* 4 ECTS • Bachelor Thesis 15 ECTS • Bachelor Exam 2 ECT 	<ul style="list-style-type: none"> • Course descriptions not yet available (new curriculum): https://www.fhv.at/en/studies/design/intermedia-ba/information-on-educational-components/ • FHV students study semester 4 = 30 ECTS at FHV
	<p><i>Before continuing to the courses offered for “semester 7 and 8”, FHV students have to complete the internship that is part of their curriculum (10 weeks, 12 ECTS) and graduate from FHV’s BA-programme.</i></p> <ul style="list-style-type: none"> • Internship can be done between semester 4 and 5, or between semester 5 and 6. • Internship can be split and can be done abroad. <p>→ If the internship has been done as part of the options listed in semester 4 (work placement, 15 ECTS), this will be recognised.</p>	<ul style="list-style-type: none"> • BA exam: presented to FHV and HAMK, graded jointly. • Presentation valid for HAMK, no additional presentation needed after semester 8 • Student will graduate from the BA at FHV
7/8	<p>Courses to attend at FHV (to be enrolled in the Master InterMedia, spot guaranteed)</p> <p>Variant 1 Select 60 ECTS (less, if you have completed additional optional modules at HAMK that are not the work placement) out of first and second semester Master InterMedia:</p> <ul style="list-style-type: none"> • Working Methods and Scientific Research (2 ECTS) • Design Talk Open Idea (1) • Research Seminar 1 (3) • Cross-Cultural Design (3) • Design Analysis (8) • Intensive Project 1 (3) • Project Work 1 (10) • Human Ecology (3) • Design Talk OpenIdea (1) • Prototyping (3) • Research Seminar 2 (4) • Intensive Project 2(3) • Project work 2 (10) <p>Variant 2 Select 60 ECTS out of:</p> <ul style="list-style-type: none"> • Already completed additional optional modules at HAMK • SAPs (RUN - EU Network) • Summerschool at HAMK • First and second semester Master InterMedia (see column to the left) • Contextual studies 	<ul style="list-style-type: none"> • Course description 1st and 2nd semester Master programme InterMedia https://www.fhv.at/en/studies/design/intermedia-ma/programme-structure/ (the courses will change, new Master curriculum starting in September 2024) <p>Course description contextual studies https://www.fhv.at/fileadmin/user_upload/fhv/files/studium/kon-textstudium/Booklet_2023_EN.pdf</p>

	After having completed variant 1, the students will have the possibility to continue with the second year of the Master Inter-Media degree programme	
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OPTION 2 (Recommended for material based studies)

Semes-ter	Courses to attend	Comments
1	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Media and Communication Studies, Media Law 3 ECTS • Scientific Working Methods 1 3 ECTS • Design Talk OpenIdea BA 1 1 ECTS • Self-Competence and Teamwork 2 ECTS • Design Basics 1 3 ECTS • Media Technology Basics 2 ECTS • Designstudios 8 ECTS • Design Project 1 8 ECTS 	<ul style="list-style-type: none"> • Course descriptions: https://www.fhv.at/en/studies/design/intermedia-ba/information-on-educational-components/semester/?stg=0062&typeEN=&semester=1&cHash=0b066f4ec88ddb1ad42ed593ecada1e6 <p>FHV students study semester 4 = 30 ECTS at FHV</p>
2	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Psychology of Perception and Visual Studies 3 ECTS • Scientific Working Methods 2 2 ECTS • Methods of Design Research 3 ECTS • DesignTalk OpenIdea BA 2 1 ECTS • Project Management 2 ECTS • Design Techniques 2 ECTS • Design Basics 2 7 ECTS • Computational Empowerment 4 ECTS • Design Project 2 6 ECTS 	<ul style="list-style-type: none"> • Course descriptions: https://www.fhv.at/en/studies/design/intermedia-ba/information-on-educational-components/semester/?stg=0062&typeEN=&semester=0&cHash=5776a817936b159e9f8c647d2a1c6f0e • FHV students study semester 4 = 30 ECTS at FHV
3	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Cultural Studies and Social Sciences 3 ECTS • Scientific Working Methods 3 (1 ECTS) • DesignTalk OpenIdea BA3 1 ECTS • Brainstorming, Idea Generation 4 ECTS • Elective 1 of 4* 3 ECTS • Fundamentals of Design 3 6 ECTS • Interface and Interaction Design 4 ECTS • Presenting, Moderating 2 ECTS • Project Work on your Own Goal 1 6 ECTS 	<ul style="list-style-type: none"> • Course descriptions not yet available (new curriculum): https://www.fhv.at/en/studies/design/intermedia-ba/information-on-educational-components/ • FHV students study semester 4 = 30 ECTS at FHV

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4	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Life Sciences (3 ECTS) • Scientific Working Methods 4 (1 ECTS) • Design Talk Open Idea BA 4 (1) • Planet Centric and Circular Design (3) • Elective 2 of 4 (14 ECTS) • Best Practice Analysis (3 ECTS) • Project Work (5) 	<ul style="list-style-type: none"> • Course descriptions not yet available (new curriculum): https://www.fhv.at/en/studies/design/intermedia-ba/in-formation-on-educational-components/ • FHV students study semester 4 = 30 ECTS at FHV
5	<p>Courses to attend at HAMK</p> <p>1st module</p> <ul style="list-style-type: none"> • Design Methods and Research 1, 3 ECTS • Colour and Form, 3 ECTS • Project management, 2 ECTS • Collaboration Project 1, 8 ECTS OR Design studio, 5 ECTS <p>2nd module</p> <ul style="list-style-type: none"> • Smart and sustainable materials and techniques, 4 ECTS • Basics of Sustainable Design, 2 ECTS • Future studies in Design, 2 ECTS • Collaboration Project 2, 9 ECTS OR Materials and Techniques in Glass and Ceramics OR Apparel, 8 ECTS <p>Optional Courses</p> <ul style="list-style-type: none"> • Optional Design Project, 5 ECTS • Design Factory Workshops, 1-11 ECTS 	<ul style="list-style-type: none"> • Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupId=77501&planId=85463 • FHV students study semester 5 = 30 ECTS at HAMK • FHV recognizes semester 5 = 30 ECTS from HAMK <u>Internship</u> (semester 5 at FHV) cannot be recognised, but has to be completed either while at HAMK or e.g. between semester 4 and 5. Those 12 ECTS will be recognised from Electives.
6	<p>Courses to attend at HAMK</p> <p>3rd module</p> <ul style="list-style-type: none"> • Design Methods and Research 2, 3 ECTS • Collaboration project 3, 8 ECTS OR Design and Techniques in Glass and Ceramics OR Apparel, 7 ECTS • Visual Communication, 3 ECTS <p>4th module</p> <ul style="list-style-type: none"> • Basics of Smart design, 3 ECTS • Smart and Sustainable research, 3 ECTS • Designer's Portfolio, 3 ECTS 	<ul style="list-style-type: none"> • Course Descriptions: https://hamk.opinto-opas.fi/curricula/degreeprogrammes/groups/plan?groupId=77501&planId=85463 • FHV students study semester 4 = 30 to 60 ECTS at HAMK • FHV recognizes semester 6 = 30 to 60 ECTS from HAMK BA thesis and exam cannot be recognised, but has to be

	<ul style="list-style-type: none"> • Multidisciplinary project, 7 ECTS OR Prototyping and Techniques in Glass and Ceramics OR Apparel, 7 ECTS <p>Optional courses</p> <ul style="list-style-type: none"> • iPdP/Design Factory, 10-15 ECTS • Work Placement, 15 ECTS • Digital surface design, 5-20 ECTS (summer study) • Global Fashion Business, 5-15 ECTS (summer study) 	<p>completed upon return to FHV. 15 ECTS will be recognised from Electives.</p> <p>Recognition of optional courses will be agreed upon if students opt for courses before the student completes the courses. Recognition is part of the programme. If the work placement is done, recognition as the internship will be done upon prior agreement.</p>
7	<p>Courses to attend at FHV</p> <ul style="list-style-type: none"> • Internship 12 ECTS (10 weeks): If this internship is done as an optional module at HAMK (work placement, semester 6) recognition as agreed upon at FHV • Bachelor Thesis 15 ECTS • Bachelor Exam 2 ECTS • SAP and a selection of the following to achieve the 240 ECTS required to graduate: <ul style="list-style-type: none"> ○ Political and social sciences 2 ECTS ○ Evaluation methods 2 ECTS ○ Design Talk OpenIdea BA 5 1 ECTS ○ Critical and Speculative Design 3 ECTS ○ Publish 2 ECTS ○ Project work on your own goal 3 8 ECTS 	<ul style="list-style-type: none"> • Course descriptions not yet available (new curriculum): https://www.fhv.at/en/studies/design/intermedia-ba/information-on-educational-components/ • FHV students study semester 7 = 30 to 60 ECTS at FHV

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered for the Double Degree Programme participants.

Optional course offer for promoting multilingualism and cultural diversity (if available)

- **FHV** Language course offer in the national language German
 - German Basic = 3 ECTS
 - German Intermediate = 3 ECTS
- **FHV** Participation in courses in the national language (if linguistically suitable): not applicable
- **FHV** Participation in RUN-EU Short Advance Programmes (SAPs): Depending on the offer – needs to get decided individually.

- **HAMK** Language course offer in the national language Finnish if students start their studies in August
 - Finnish language courses 1 2 ECTS
 - Finnish language course 2 = 3 ECTS
 - Finnish language course 3 = 3 ECTS
 - Finnish language course 4 = 3 ECTS

- **HAMK:** Participation in courses in the national language (if linguistically suitable): not applicable

- **HAMK:** Participation in RUN-EU Short Advance Programmes (SAPs): Depending on the offer – needs to get decided individually.

Conversion Table of Grades

HAMK grades	5 EXCELLENT	4 GOOD	3 GOOD	2 SATISFACTORY	1 SATISFACTORY	HYL Failed
FHV grades	1 EXCELLENT: Outstanding Performance O	2 GOOD: Gener- ally good, but with some er- rors	3 SATISFAC- TORY: Gener- ally sound work with a number of substantial errors	4 SUFFICIENT: Performance meets the minimum cri- teria	5 FAILED - UN- SATISFACTORY: <50 % Substan- tial improve- ment neces- sary; require- ment of fur- ther work	

The Transcript of Records is produced in the valid grading system of the respective institution. The conversion necessary to produce the diplomas is carried out by the study secretariats or examination offices of the respective degree program at both institutions. Students are responsible for sending the required Transcript of Records to the relevant study secretariats and examination offices.

Failure to Pass an Examination

The student regulations of the institute at which the student is studying at the moment apply.

Information and services for Double Degree Programme students

The universities FHV and HAMK provide up-to-date information and support for the double degree students in relation to their DD studies. The information for the double degree students is available as follows:



FHV: Information for incoming exchange/Double Degree Programme students:
<https://www.fhv.at/en/studies/international/exchange-students-incomings/> -

HAMK: <https://www.hamk.fi/exchange-studies/?lang=en> (information for incoming exchange/Double Degree Programme students)



1.1.1.1 Bridging document

Sample in draft – subject to change

<i>Logo/seal of University 1</i>	<i>Logo/seal of University 2</i>
Bridging Document	
Record Number <i>xxxx</i>	
University 1: Matriculation number <i>xxxxxxxx</i> / University 2: Student identification number <i>xxxxxxxx</i>	
Double Degree Programme [Bachelor / Master] in <i>xxxx</i>	
this is to certify that <i>[Name of the student]</i> place & date of birth: <i>xx/xx/xxxx</i>	
having successfully completed the prescribed Double Degree [Bachelor / Master] Programme	
from <i>xxx</i> to <i>xxx</i>	
at the <i>[Name of the University 1 and University 2]</i>	
consequently, on behalf of the participating universities in this [Bachelor / Master] Double Degree Programme,	
and having regard to the assessment of the final exam passed on the <i>[date]</i> is awarded the	
Double Degree <i>[Bachelor / Master] in xxx*</i>	
<i>University name 1</i>	<i>University name 2</i>
<i>Name of the legal representative</i> <i>Official function [e.g. Rector]</i>	<i>Name of the legal representative</i> <i>Official function [e.g. Rector]</i>
_____	_____
(official stamp and signature)	(official stamp and signature)
*Official names of the national degrees corresponding to the awarded Double Degree:	
Country 1: <i>University name 1: national degree name 1 (e.g., Master of Science in Engineering, abbreviated xxx) – legal reference: xxx... [awarding date: xx/xx/xxxx] [final mark and credits]</i>	
Country 2: <i>University name 2: national degree name 2 (e.g., Laurea Magistrale, abbreviated xxx – legal reference: xxx</i>	

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Grant Agreement Number: 101004068.

[awarding date: xx/xx/xxxx] [final mark and credits]

For further details on the present Double Degree *[Bachelor / Master]* Programme, please refer to the related Diploma Supplements and the officially issued national Diplomas.

National regulations regarding the use of academic degrees in the individual countries:

Nation A (e.g., Austria) – Legal References
[xxxx]

Nation B – Legal References
[xxxx]

Signatures

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