

## **DEGREE REGULATIONS FOR HANKEN SCHOOL OF ECONOMICS**

These degree regulations were approved by the Board of Hanken School of Economics on 11 December 2019. They replace earlier versions of the degree regulations and enter into force on 1 January 2020.

The degree regulations apply subject to the provisions of the Universities Act (558/2009), the Government Decree on Universities (770/2009), the Government Decree on University Degrees (794/2004, the Decree on degrees) or other acts or decrees. The degree regulations mainly apply to degree studies.

Further provisions on the application of these degree regulations are given by the Rector in the rules of procedure concerning studies and examination.

### **CHAPTER 1: GENERAL PROVISIONS**

#### **1 §**

##### **Hanken's mission**

The mission of Hanken is to create new knowledge and educate responsible professionals for the global economy and changing society through

- research characterised by high academic quality and corporate-world relevance
- research-based education providing graduates and executive education participants with an ability to think analytically and critically in order to act in the continually changing global environment
- both embracing the national responsibility for educating business graduates fluent in Swedish and offering programmes for international students
- integrating ethics, responsibility, and sustainability in all its activities
- a high degree of internationalisation in spirit, content, and actions.

All activities are characterised by the Nordic values of equality, openness and integrity, and a commitment to high quality and continuous improvement.

#### **2 §**

##### **Degrees**

The following degrees are awarded by Hanken: Bachelor of Science (Economics and Business Administration), Master of Science (Economics and Business Administration), Licentiate of Science (Economics and Business Administration), Doctor of Science (Economics and Business Administration) and Doctor of Philosophy.

Hanken can offer degree studies in collaboration with universities in Finland and abroad.

Hanken can also offer professional specialisation programmes, degree study modules offered as continuing education, open university courses, non-degree studies and other continuing education.

#### **3 §**

##### **Languages of degrees and teaching**

The languages of teaching and degrees at Hanken are Swedish and English.

The Bachelor of Science degree is completed in Swedish. The other degrees can be completed in Swedish or English. The degrees may include studies completed in other languages. The Education Council decides on the language of teaching for individual courses.

**4 §****Granting the right to study**

The Rector grants the right to study for a degree at Hanken ('study right'). The right to study is granted for both the Bachelor of Science (Economics and Business Administration) degree and the Master of Science (Economics and Business Administration) degree, for a Master of Science (Economics and Business Administration) degree, for a Doctor of Science (Economics and Business Administration) degree with the right to take a Licentiate of Science (Economics and Business Administration) degree, or for a Doctor of Philosophy degree.

A person can hold only one right to study for a degree at the same level at Hanken. A student may apply to the Rector for the right to change to another 'study right' for the same degree, without following the usual admissions process. A student who has completed a lower university degree and has a right to study covering both the bachelor's and the master's degree, can apply to the Rector for the right to change to a right to study for only the Master of Science (Economics and Business Administration) degree, without following the usual admissions process. A new right to study is granted on equivalent grounds as for external applicants.

A right to study can also be granted for non-degree studies for specific courses during a limited time-period.

**5 §****Scope of studies**

The degrees mentioned in Section 2 can include studies in economic sciences, studies in languages and business communication, method studies, multidisciplinary studies, internships, and other studies that can be accepted as part of the degree.

The scope of the studies is measured in credits. The average input of a student during one academic year is estimated to be 1 600 hours, which is equivalent to 60 credits.

**6 §****Subjects and degree programmes**

Hanken offers education in the following subjects within the economic sciences: politics and business (up to intermediate studies level); entrepreneurship, management and organisation; finance; management and organisation; commercial law; information systems science; supply chain management and social responsibility; marketing; economics; accounting; statistics.

In Helsinki, teaching is also provided in languages and business communication in Swedish, Finnish, English, French, Russian, Spanish, and German. In Vaasa, teaching in languages and business communication is provided in Swedish, Finnish, English and German.

The Education Council can decide on providing teaching in additional subjects.

Studies leading to a lower or a higher university degree can be arranged based on subjects or cross-disciplinary study modules. The studies can also be arranged in the form of interdisciplinary degree programmes.

In Helsinki, students for the bachelor's degree can choose to major in entrepreneurship, management and organisation, finance, management and organisation, commercial law, marketing, economics or accounting. In Vaasa, students for the bachelor's degree can choose to major in entrepreneurship, management and organisation, finance, commercial law, marketing, or accounting.

In Helsinki, students for the master's degree can major in entrepreneurship, management and organisation, finance, management and organisation, commercial law, supply chain management and social responsibility, marketing, economics or accounting. A study module in statistics can be included in the master-level studies in finance. In Vaasa, students for the master's degree can major in entrepreneurship, management and organisation, finance, commercial law, marketing or accounting.

In Helsinki, doctoral students can major in entrepreneurship, management and organisation, finance, management and organisation, commercial law, supply chain management and social responsibility, marketing, economics or accounting. A study module in statistics can be included in the doctoral

studies in finance. In Vaasa, doctoral students can major in entrepreneurship, management and organisation, finance, commercial law, marketing or accounting.

#### **6 a §**

##### **Study or work experience abroad**

The bachelor's degree shall include a continuous stay abroad of at least three months, in the form of studies or an internship. This stay abroad shall take place after admission to the bachelor's degree.

For specific reasons, a student may be granted exemption from the stay abroad. Such exemptions are granted by the Rector. Specific reasons in this respect are the student's

- a) family circumstances and custodial responsibilities,
- b) illness or a difficult life situation, or
- c) substantial societal activities.

#### **7 §**

##### **Language proficiency requirements in the bachelor's and master's degrees**

A student who has obtained his or her secondary education in either Swedish or Finnish in Finland must, in the studies that are included in the bachelor's degree, demonstrate:

- 1) proficiency in the Swedish and Finnish languages as demanded in Section 6 of the Decree of degrees, and
- 2) proficiency in at least two other languages. In at least one of these languages, the student should have demonstrated a proficiency that enables him or her to follow the development within the economic field and act in an international environment.

The language proficiency requirements for bachelor's students who have not obtained their secondary education in either Swedish or Finnish in Finland are set by the Rector.

A student who has obtained his or her secondary education in either Swedish or Finnish in Finland and who has not shown the required language proficiency according to Section 6 of the Decree on degrees within his or her previous higher education degree, is required to demonstrate such proficiency in the master's degree.

The Rector can, for specific reasons, grant a student complete or partial exemption from the language proficiency requirements.

#### **8 §**

##### **Maturity test in connection to the bachelor's or master's thesis**

Each student must take a written maturity test in accordance with the regulations in Sections 10 and 16 of the Government Decree on University Degrees (794/2004).

### **CHAPTER 2: BACHELOR'S STUDIES**

#### **9 §**

##### **Learning goals for the bachelor's degree**

The basis for the studies leading to a bachelor's degree is the level provided by upper secondary education and the matriculation examination or another equivalent education.

The studies for the degree of Bachelor of Science (Economics and Business Administration) shall provide the student with:

1. basic knowledge of the major and minor subjects of the degree, knowledge of the central subjects in the economic sciences, and the ability to follow developments in the field,

2. the ability to engage in scientific thinking and the knowledge and skills that are required for a scientific approach,
3. the ability to find, handle and assess knowledge at a scientific level within the field of the major subject,
4. the qualification for studies for a higher university degree (master's degree) and for continuous learning,
5. the ability to apply acquired knowledge in their work life,
6. adequate communication skills and proficiency,
7. the ability to act in an international context, and
8. an understanding of social responsibility.

#### **10 §**

#### **Eligibility and student admissions**

The eligibility requirements for studies leading to a bachelor's degree are specified in Section 37 of the Universities Act. In order to be eligible for admission, an applicant must also have sufficient knowledge of the Swedish language.

#### **11 §**

#### **Completing the bachelor's degree**

The studies for the bachelor's degree shall comprise at least 180 credits.

For the bachelor's degree, a student shall complete

1. compulsory basic courses in economic sciences,
2. intermediate studies in the major subject or another equivalent study module including a bachelor's thesis,
3. minor subject studies, i.e. a study module in addition to the major subject comprising at least 25 credits,
4. studies in languages and business communication, and
5. methodology studies.

The compulsory basic courses in economic sciences, together with the mandatory orientation and study planning comprise 55 credits. The objective of the compulsory basic courses is for the student to know the basics of the central economic sciences.

The basic studies in a subject or an equivalent study module shall comprise at least 25 credits. The objective of the basic studies is for the student to acquire knowledge of the central concepts and basic theories of the subject. After completing the studies, the student is expected to have the ability to discuss issues concerning the subject.

The intermediate studies, including the basic studies and a bachelor's thesis worth 10 credits, shall comprise at least 60 credits. Within the intermediate studies, the student should become acquainted with the concepts and the central theoretical and methodological content, the central factual basis and the most important research results within the subject. Further, the student should gain an understanding of the most central problems within the subject.

The language studies shall comprise at least 24 credits. At least 6 credits is required in each of the national languages (Swedish and Finnish) and at least 6 credits in each of two foreign languages.

Studies in methodology shall comprise at least 6 credits.

**12 §****Choice of subject**

After two terms of attendance, the student should choose a major subject. Admission to the major subjects can be restricted by quotas.

The students should make an individual study plan based on the study plan of the major subject.

The choice of major subject determines the department to which the student belongs.

**CHAPTER 3: MASTER'S STUDIES****13 §****Lerning goals for the master's degree**

The studies for the master's degree build on the bachelor's degree or another equivalent education.

The studies for the degree of Master of Science (Economics and Business Administration) shall provide the student with:

- 1) good knowledge of the major subject or an equivalent study module,
- 2) the ability to apply scientific knowledge and scientific methods,
- 3) a good ability to find, assess and handle scientific knowledge within the field of economic sciences,
- 4) skills required for undertaking doctoral studies,
- 5) qualifications for acting as an expert, in both a national and an international context, in his or her field and in a way that develops the field, and
- 6) good communication and language skills for academic and business purposes.

**14 §****Eligibility and student admissions**

The eligibility requirements for studies leading to a master's degree are specified in Section 37 of the Universities Act. In order to be eligible for admission, an applicant must also have sufficient knowledge of the language of instruction of the degree in question. Different study programmes can have different requirements regarding the contents of previous studies.

A student who has completed a bachelor's degree at Hanken has the right to continue pursuing a master's degree in the major subject of the bachelor's degree, or can apply for the right to switch to another subject or specialisation.

**15 §****Completing a master's degree**

The master's degree is taken after the completion of the bachelor's degree or a corresponding education.

The studies for the master's degree shall comprise at least 120 credits.

For the master's degree, a student shall complete at least

- 1) advanced studies in the major subject or an equivalent study module, including a master's thesis,
- 2) other studies that are specified for the programme,
- 3) studies in methodology in connection with the advanced studies, and
- 4) language studies.

The student shall demonstrate that he or she has achieved the goals set for the degree, the studies and the master's thesis, and has acquired the language proficiency required for the degree.

The advanced studies shall comprise at least 60 credits, including a master's thesis of 30 credits.

During the advanced studies the student should acquire

- 1) the skills to acquire scientific knowledge independently and to utilise, analyse and solve problems in new situations within the field by applying scientific knowledge, and
- 2) advanced knowledge of scientific theories and methods for research and problem solving that are central to the field of the studies.

In addition to the advanced studies in the major subject, studies of up to 90 credits can be specified in the study plan of the subject.

The master's degree shall include language studies of at least 5 credits.

## **CHAPTER 4: DOCTORAL STUDIES**

### **16 §**

#### **Learning goals for the doctoral studies**

The goal of the doctoral studies is for the student to

1. become well acquainted with his or her own research area and its social significance,
2. be able to independently and critically apply scientific research methods in his or her research area,
3. become well acquainted with the development, basic problems and research methods in his or her research area,
4. become well acquainted with general theory of science,
5. acquire such knowledge of the economic sciences and the fields that relate to his or her research area which is necessary in order to understand the development of the research and the research results, and
6. be able to create new scientific knowledge independently.

### **17 §**

#### **Eligibility and admission of doctoral students**

For doctoral studies with the goal of completing the degree of Doctor of Science (Economics and Business Administration), persons with the following qualifications may be admitted:

1. has completed a Finnish master's degree, or an equivalent degree from abroad, within economic sciences, or
2. has completed another Finnish university level master's degree, or an equivalent degree from abroad. As part of the degree, or in addition to the degree, the applicant should have completed the equivalent of 36 credits in the field of business administration and 6 credits in economics.

For doctoral studies with the goal of completing the degree of Doctor of Philosophy, persons who have completed a Finnish master's degree or an equivalent degree from abroad may be admitted, provided that the field of research relates to one of the major subjects that can be chosen for the Doctor of Science (Economics and Business Administration) degree.

Before an applicant can be admitted for doctoral studies, he or she should have completed sufficient advanced studies in the intended major subject or have corresponding knowledge of the subject, as well as any additional requirements as prescribed by the intended major subject.

Eligibility for doctoral studies also requires sufficient language proficiency.

The Rector decides on admission based on a statement from representatives of the major subject in question. In connection with the admission, the Rector can decide that the student must supplement his or her knowledge.

The Rector can grant an exemption from the requirements for the doctoral studies.

### **18 §**

#### **Completing a doctoral degree**

For the doctoral degree, the student shall

1. complete 60 credits of studies. These studies include
  - 16 credits of general methodological doctoral courses or doctoral courses in the theory of science or corresponding methodology courses
  - 44 credits of doctoral courses in the major subject and subjects that support the major subject.
2. within the major subject, prepare a doctoral thesis which, after public review, is approved by the Research Council. The doctoral thesis comprises 180 credits. A Doctor of Science (Economics and Business Administration) or a Doctor of Philosophy degree comprises 240 credits.

The doctoral thesis is a test of scholarship that is based on independent research within any of the major subjects that can be chosen for a doctoral degree in accordance with the provision in Section 6. Through the thesis, the student should demonstrate the ability to conduct research of scientific value and create new knowledge. The Research Council provides separate instructions on composite theses.

A person who has completed a licentiate degree can apply to have the previous courses completely or partially transferred. The prerequisite for approval is that the previous degree includes 60 credits of doctoral courses corresponding to the courses specified in subsection 1 above.

### **19 §**

#### **Completing a licentiate degree**

To be approved for the licentiate degree, a student who has been admitted for doctoral studies must have

1. completed the studies referred to above in Section 18, subsection 1
2. prepared a licentiate thesis in the major subject approved by the Research Council. The licentiate thesis comprises 90 credits. The Licentiate of Science (Economics and Business Administration) degree comprises a total of 150 credits. The licentiate thesis is a test of scholarship in any of the major subjects that can be chosen for doctoral studies in accordance with Section 6. Through the thesis, the student should demonstrate the capacity to handle his or her research task in a scientific way and further demonstrate good knowledge of the research area and the ability to apply scientific research methods independently and critically.

### **20 §**

#### **Doctoral thesis examination**

The Research Council appoints at least two preliminary examiners to provide an assessment on the scientific value of the manuscript. The doctoral student shall be given the opportunity to comment on the proposed preliminary examiners.

Based on the statements given by the preliminary examiners, the Research Council decides if the manuscript can be presented for public examination. The doctoral student shall be given the opportunity to comment on the preliminary examiners' statements.

The Research Council appoints one or several opponents and a public examination chair (custos). The doctoral student shall be given the opportunity to comment on the proposed opponent(s) and custos.

The time and place for the public examination of the manuscript will be announced on Hanken's website and the manuscript will be made available to the public at least ten days before the examination.

Having read the opponent's statement, the Research Council decides whether the manuscript can be approved. When assessing a doctoral thesis, consideration is given to the scientific value of the research and the author's ability to conduct scientific research, think independently and create new scientific knowledge. The doctoral student shall be given the opportunity to comment on the opponent's statement.

#### **21 §**

##### **Licentiate thesis examination**

The manuscript for the licentiate thesis should be discussed publicly at a licentiate seminar before it is submitted for assessment. The manuscript is to be made available to the public at least ten days before the licentiate seminar.

When the manuscript for the licentiate thesis has been submitted for assessment, the Research Council appoints at least two reviewers. The student shall be given the opportunity to comment on the proposed examiners. The reviewers shall submit a statement to the Research Council, which decides whether the manuscript can be approved as a licentiate thesis. When assessing a licentiate thesis, consideration is given to the scientific value of the research as well as to the student's knowledge of his or her research area and his or her ability to independently and critically apply scientific research methods.

#### **22 §**

##### **Supervision**

For each doctoral student, a degree supervisor is appointed in connection with the admission to the doctoral studies. The degree supervisor should be a professor at Hanken.

The Department Council appoints a thesis committee for the doctoral student consisting of at least two thesis supervisors. The degree supervisor, who may also be one of the thesis supervisors, acts as chair of the thesis committee.

#### **23 §**

##### **Individual study plan**

The doctoral studies are conducted according to an annually established individual study plan, which must be approved by the degree supervisor.

### **CHAPTER 5: PROVISIONS ON STUDIES AND EXAMINATION**

#### **24 §**

##### **Completed courses**

The course work within the various study modules and courses is assessed with a qualitative grade or a passing grade only. The grading is stated in the course description.

Completed courses expire after ten years unless they have been included in a degree before that.

#### **25 §**

##### **Transfer of credits**

Studies completed at another university or university of applied sciences may be transferred, if they can be included in the degree studies or in a specified study module at Hanken. A student may also transfer and replace studies through knowledge that has been shown in some other way.



**26 §****Internship**

An internship can be included in the intermediate level and advanced level studies, within or in addition to the minimum requirements in the subject. A course description must be specified for internships that can be accepted as part of the degree.

**27 §****Degree certificate**

Hanken provides the student with a degree certificate upon completion of the degree. Students can obtain a certificate of professional specialisation programmes, continuing education or other non-degree studies that the student has completed. During the studies, Hanken provides the student with a transcript of completed courses by request.

For international use, Hanken provides a supplement to the degree certificate (*Diploma Supplement*). The supplement includes information on the scope, content and level of the degree, what qualifications the degree provides and its position in the Finnish education system.

A person who has completed the degree of Master of Science (Economics and Business Administration) has the right to use the title '*ekonom*'.

**28 §****Deviating study plan**

In exceptional cases, and if there are mitigating circumstances and sufficient resources, the Rector can give a student the right to complete a bachelor's, master's or doctoral degree according to a deviating study plan. However, also in such a case the degree must meet the goals specified in sections 9, 13 or 16.

**29 §****Restrictions**

In case of lack of resources, the Board can temporarily restrict the supply of and access to studies in certain major subjects and study programmes. Such a decision shall be reconsidered before each academic year.

**CHAPTER 6: ENTRY INTO FORCE AND TRANSITIONAL PROVISIONS****30 §****Entry into force of certain provisions**

The provisions regarding the stay abroad in Section 6a apply to students admitted through the entrance examination in 2009 or later. As of the admissions in 2010, the provisions also apply to students admitted through the Open University.

The changes in Section 6 concerning the major subjects available in the different degree programmes apply to studies in a major subject that have begun after 1.8.2014. Degrees in accordance with Section 6 of the degree regulations of 1.8.2005 must be completed no later than 31.7.2019 and a doctoral degree in the major subject statistics no later than 31.7.2020.

The amendment to Section 6 concerning the withdrawal of the major subject information systems science applies as of 1.3.2016 and concerning the change of the major subject entrepreneurship, management and organisation in Vaasa to management and organisation as of 1.8.2018.

The new compulsory basic courses according to Section 11 subsection 2 apply to those who commence their studies in the autumn term 2015. Students who have begun their studies earlier can switch to taking the compulsory basic courses according to the new requirements.

The scope of the requirement for language studies in the master's degree (Section 15) has changed on 14.12.2017.

The major subject alternatives in Vaasa (Section 6) have changed on 24.5.2018.

### **31 §**

#### **The students' position**

A student can have courses transferred according to previous degree regulations. If credits have not been specified for a course, old credit units ("studieveckor") are converted to credits with a coefficient of 1.8.

A student who has met the requirements for a study module according to previous degree requirements is considered to meet the requirements for the corresponding module according to the current degree requirements.

In unclear cases regarding transfer of credits, the matter should be decided in favour of the student.

After 1.8.2014, supply chain management and social responsibility cannot be chosen as a major for the bachelor's degree, and statistics cannot be a major in the bachelor's, master's or doctoral degree. A sufficient offering of courses and examination to allow students to graduate with these majors will be guaranteed during two academic years. Thereafter, students have the right to graduate with individual arrangements in these subjects until 31.7.2019, and with a doctoral degree in statistics until 31.7.2020.

After 1.3.2016, information systems science cannot be chosen as a major for the bachelor's, master's or doctoral degree. A sufficient offering of courses and examination to allow students with this major to graduate will be guaranteed during two academic years. Thereafter, students have the right to graduate with individual arrangements in this subject until 31.7.2021.

After 1.8.2018, entrepreneurship, management and organisation cannot be chosen as a major for the bachelor's, master's or doctoral degree in Vaasa. Those who have entrepreneurship, management and organisation as their major may complete their studies with that major within the framework of the limited study time or transfer to the major of management and organisation. All studies in the two subjects affected by the change can be included in the study plan in connection with a possible change of major subject to management and organisation.