

Established by Regulation No 2 of 19 April 2016 of the Council of Tallinn University of Technology
Amended by Regulation No 5 of 21 March 2017 of the Council of Tallinn University of Technology
Amended by Regulation No 12 of 21 November 2017 of the Council of Tallinn University of Technology
Amended by Regulation No 9 of 22 October 2019 of the Senate of Tallinn University of Technology
(entry into force 01.11.2019)
Amended by Regulation No 1 of 18 February 2020 of the Senate of Tallinn University of Technology
(entry into force 20.02.2020, excluding clauses 4 (4) 4) and 4 (5) 4), which shall enter into force from the
academic year 2021/2022)
Amended by Regulation No 4 of 18 May 2021 of the Senate of Tallinn University of Technology (entry
into force 23.05.2021)
Amended by Regulation No 6 of 26 October 2021 of the Senate of Tallinn University of Technology
(entry into force 01.09.2021)
In force from: 27.10.2021

Curriculum Statute

Chapter 1 GENERAL PROVISIONS

§ 1. Purpose

The Curriculum Statute lays down the structure and the conditions and procedure for preparation, opening, assessment, amendment and closing of the curricula of degree level studies at Tallinn University of Technology (hereinafter "the university").

§ 2. Curriculum, nominal duration and workload of studies

(1) Studies take place in accordance with the bachelor's, professional higher education, master's and doctoral curricula. Civil engineering and architectural studies take place on the basis of integrated bachelor's and master's curricula (hereinafter "integrated studies").

(2) "Curriculum" means the source document for studies which sets out the general objectives, the learning outcomes of the studies, the nominal duration and workload of the curriculum, the language of instruction, the conditions for the commencement of studies, the list, workload and short descriptions of the courses, the options and conditions of choosing courses, the main fields of study, the terms and conditions for the completion of studies, as well as the documents issued and the degrees awarded upon graduation.

(3) The duration of studies in the curricula is the following:

- 1) the nominal duration of bachelor's studies is three years and the workload of studies is 180 ECTS credits; the nominal duration of professional higher education is three to four years and the workload of studies is 180–240 ECTS credits;
- 2) the nominal duration of integrated studies is five years and the workload of studies is 300 ECTS credits;
- 3) the nominal duration of master's studies is one to two years and the workload of studies is 60–120 ECTS credits; [entry into force 20.02.2020]
- 4) the nominal duration of doctoral studies is four years, which corresponds to the estimated workload of studies of 6240 hours. [entry into force 23.05.2021]

§ 3. Workload of courses

As a rule, the workload of a course is 6, 9 or 12 ECTS credits. [entry into force 21.11.2017]

Chapter 2 CURRICULA OF BACHELOR'S, PROFESSIONAL HIGHER EDUCATION, MASTER'S AND INTEGRATED STUDIES

§ 4. Requirements for curricula of bachelor's, professional higher education, master's and integrated studies

(1) A curriculum consists of the following modules:

- 1) general studies – the module of the curriculum, the objective of which is to improve the level of general educational knowledge and skills;
- 2) core studies – the module of the curriculum, the objective of which is to provide basic education specific to the broad group of studies and field of study;
- 3) special studies, incl. internship – the module of the curriculum, the objective of which is acquisition of the knowledge and skills directly related to the field of study described in the curriculum and required for commencing work and continuing studies in the next study cycle.
- 4) free choice studies – the module of the curriculum, the objective of which is acquisition of the knowledge and skills in courses that are not included in the curriculum and can be freely chosen by the student;
- 5) graduation thesis or final examinations.

(2) The minimum workload of the modules of the curriculum (ECTS credits) [entry into force 21.11.2017]

Curriculum module	Bachelor's studies	Master's studies*	Professional higher education	Integrated studies
General studies	18	6	18	24
Core studies	60	18	48	78
Special studies	24	36	57-66	60
incl. internship	6	6***	27-36**	12
Free choice studies	6	6	6	12
Graduation thesis or final examinations	6-12	18-30	6-12	30

* All the workload requirements in the master's study with the nominal duration of less than two years are proportionately lower and the workload of a master's thesis or examination is at least 18 ECTS credits.

**In a professional higher education curriculum, internship shall form at least 15% of the workload of studies.

***In master's studies, an internship is required if it is necessary to achieve the learning outcomes. [entry into force 27.10.2021]

(3) Elective courses form at least 15% of the workload of a curriculum. In each module containing elective courses, the workload of elective courses available shall be at least 1.5 times of the workload of elective courses required for completion of the module.

(4) The curricula of bachelor's, professional higher education and integrated studies comprise, among other things:

- 1) courses covering the learning outcomes in the disciplines of social sciences and humanities, natural sciences, information and communication technology, mathematics and business, the requirements for which shall be established by the Vice Rector for Academic Affairs;
- 2) courses that include interdisciplinary studies; [entry into force 21.11.2017]
- 3) in the curricula taught in Estonian, courses that improve professional written and oral communication skills in Estonian and English;
- 4) in the curricula taught in English, Estonian language and cultural courses with the workload of at least 6 ECTS credits; [entry into force from the academic year of 2021/2022].
- 5) courses that foster scientific thinking and the acquisition of good scientific practice and implementation of professional research methodology. [entry into force 20.02.2020]

(5) The curricula of master's studies comprise, among other things:

- 1) a course or courses covering the learning outcomes in the business discipline, the requirements for which shall be established by the Vice Rector for Academic Affairs;
- 2) courses that include interdisciplinary studies; [entry into force 21.11.2017]
- 3) in the curricula taught in Estonian, courses that improve professional written and oral communication skills in Estonian and English;
- 4) in the curricula taught in English, Estonian language and cultural courses with the workload of at least 6 ECTS credits. [entry into force from the academic year of 2021/2022]

(6) One or more minor fields of study may be formed from the courses of a curriculum. "Minor field of study" means a set of basic knowledge and skills that allows the student who has selected it to acquire additional knowledge and skills for commencing work in the relevant field or for continuing studies in the next study cycle. The workload of a minor field of study shall be at least 45 ECTS credits. If a minor

field of study comprises a course taken by the student and included in the curriculum, the course shall be taken into account in the completion of both, the minor field of study and the curriculum.

(7) The basis for the calculation of the workload of contact learning shall be established by the Vice-Rector for Academic Affairs.

(8) E-support shall be ensured in compulsory courses. [entry into force 21.11.2017]

Chapter 3 DOCTORAL CURRICULUM

§ 5. Requirements for the curriculum [entry into force 23.05.2021]

(1) Doctoral studies consist of doctoral studies with the workload of 30 ECTS credit points corresponding to the 780 hours of studies and research, development and creative activity, including a doctoral thesis, corresponding to 5460 hours of work and forming 87.5% of the total workload of studies.

(2) A doctoral curriculum comprises the following modules:

- 1) transferable skills module with the minimum workload of 12 ECTS credit points;
- 2) professional proficiency module with the minimum workload of 12 ECTS credit points;
- 3) research module.

(3) The transferable skills taught to PhD students include philosophy of science, ethics in science, organisation of research and education, didactics in higher education, career planning, writing and management of research projects, entrepreneurial behaviour and innovation and written and oral communication skills.

(4) In the professional proficiency module, a PhD student chooses specialty-specific courses based on the topic of his/her doctoral thesis.

(5) The research module includes the following research, development and creative activities: seminars, teaching and supervision, publication, presentations at research conferences, activities related to popularising science and a doctoral thesis.

Chapter 4 OPENING, AMENDING AND CLOSING CURRICULA

§ 6. Opening a curriculum

(1) Substantive need for the speciality and adequate academic and financial resources of the university are a prerequisite for opening a curriculum. [entry into force 20.02.2020]

(2) The dean shall initiate development of a curriculum and appoint the person compiling the curriculum. In order to open a curriculum, the person compiling the curriculum shall submit to the Vice-Rector for Academic Affairs (in case of doctoral studies to the Vice-Rector for Research) a pre-application for opening the curriculum not later than by April 30 of the calendar year preceding the year of opening the curriculum, whereas the pre-application shall contain at least: [entry into force 20.02.2020]

- 1) the reasons for opening the curriculum, including relevance of the curriculum and its compliance with the social developments and needs;
- 2) the objectives and learning outcomes of the curriculum;
- 3) the relation of the curriculum to the existing curricula, and descriptions of cooperation inside the university; the description of the competitive advantages compared to curricula in Tallinn University of Technology as well as in other institutions of higher education in Estonia and abroad;
- 4) the analysis of the potential labour market perspectives of the target group and the graduates;
- 5) the description of the resources for the curriculum (sources of financing, academic staff, potential cooperation partners and other resources required).

(3) The Vice-Rector for Academic Affairs (in case of doctoral studies the Vice-Rector for Research) shall make a decision on compiling a curriculum based on the relevant pre-application. [entry into force 20.02.2020]

(4) In order to open a joint curriculum, the consent of the partner university/universities, including an agreement on the financing scheme and plan for student admission to the curriculum, shall be

submitted in addition to a pre-application. If financing from funds outside the university is used to open a curriculum, a pre-application together with the consents of the partners shall be submitted to the Vice-Rector for Academic Affairs before submitting the financing application.

(5) The Vice-Rector for Academic Affairs (in case of doctoral studies the Vice-Rector for Research) shall organise evaluation of the pre-application within 1 month. [entry into force 20.02.2020].

(6) In case of a positively evaluated pre-application, the Vice-Rector for Academic Affairs (in case of doctoral studies, the Vice-Rector for Research) approves, based on the Dean's application, the programme advisory board and the programme director, who shall be responsible for compiling the curriculum underlying the study programme in the study information system and for preparing for the launch of the study programme. [entry into force 27.10.2021]

(7) The courses included in the curriculum shall be approved by the heads of the structural units, who organise the studies.

(8) The programme director shall submit to the Office of Academic Affairs the draft curriculum approved by the council of the School along with: [entry into force 20.02.2020]

1) the decision of the council of the School on the opening of the curriculum along with confirmation of the availability of the required financial sources; [entry into force 21.03.2017]

2) a list of the lecturers undertaking the teaching with data concerning their qualifications;

3) a comparison of the learning outcomes of the curriculum with the learning outcomes of the relevant level of higher education specified in the Standard of Higher Education;

4) a letter of explanation with the reasons for opening of the new curriculum and an overview of the need for additional resources accompanying opening of the curriculum, as well as the number of students planned to be admitted;

5) in case of a joint curriculum, a draft cooperation agreement complying with the requirements laid down in the Higher Education Act. [entry into force 20.02.2020]

(9) The Office of Academic Affairs shall:

1) verify compliance of the curriculum with the requirements;

2) order two expert analyses of the curriculum from professional associations, employers or recognised higher education institutions in Estonia and/or abroad;

3) prepare a draft decision of the University Senate and submit it together with the documents listed in subsection (8) of this section to the Vice-Rector for Academic Affairs (in case of doctoral studies to the Vice-Rector for Research), who shall decide whether to submit the curriculum to the University Senate. [entry into force 20.02.2020]

(10) The University Senate shall approve the curriculum after having heard the opinion of the Committee for Study Affairs. (in case of doctoral studies also the Committee for Research). [entry into force 20.02.2020]

(11) In justified cases, the University Senate may, upon approval of the curricula, allow exceptions to the requirements laid down in the Statutes. [entry into force 01.11.2019]

(12) In order to open a curriculum to which admission is planned from the following academic year, the required documents for carrying out the operations specified in subsection (9) of this section shall be presented as follows:

Curriculum		To the Office of Academic Affairs	Approved by the University Senate [entry into force 20.02.2020]
1)	Joint curriculum	1 October	9 months before commencement of the academic year
2)	International curriculum	1 October	9 months before commencement of the academic year
3)	Opening a curriculum in a curriculum group without teaching rights, incl. a joint curriculum and an international curriculum	1 October	9 months before commencement of the academic year

4)	Opening a curriculum in a curriculum group with teaching rights [entry into force 20.02.2020]	15 November	9 months before commencement of the academic year
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§ 7. Amending a curriculum

(1) A new curriculum shall be opened if the language of instruction, the nominal duration of studies or the workload of the curriculum changes or if any substantial changes are made in the objectives and learning outcomes of the curriculum.

(2) A new version of the first and second level curricula opened for admission is created for each academic year. [entry into force 27.10.2021]

(3) In the previous versions of a curriculum, where students have been enrolled from the commencement of whose studies less than two years have passed in addition to the nominal duration of the curriculum, a course may be replaced by another one with an equal workload, new elective courses may be added and teaching an elective course can be terminated. [entry into force 27.10.2021]

(4) The University Senate shall approve the amendments to a curriculum version in the following cases: [entry into force 27.10.2021]

- 1) adding or closing a main field of study;
- 2) changing the name of the curriculum;
- 3) changing the name of the degree awarded;
- 4) changing the structural unit managing the curriculum.

(5) The amendments not specified in subsection (4) of this section shall be approved by the council of the School on the proposal of the programme director. [entry into force 27.10.2021]

(6) In order to create a new curriculum version, a draft version shall be entered in the Study Information System and the amendments to the curriculum along with the reasons for the amendments shall be submitted to the Office of Academic Affairs for approval not later than by 15 November in the cases specified in subsection (4) of this section and not later than by 31 January in other cases. If no changes are made in the modules and the list of courses of the new version compared to the previous one, the new version need not be approved by the council of the School. If a main field of study is added, the reasons for adding the main field of study along with the data on resources and the number of students planned to be admitted shall be indicated. The University Senate shall decide whether to add a main field of study based on a proposal of the Vice-Rector for Academic Affairs (in case of doctoral studies the Vice-Rector for Research) and after having heard the opinion of the council of the School. The decision of the council of the School shall be submitted to the Office of Academic Affairs not later than by 1 March or, in the cases specified in subsection (4) not later than by 30 November. [entry into force 27.10.2021]

(7) In order to make amendments to the curriculum versions listed in subsection (3) of this section, the amendments to the curriculum along with the reasons for amendment shall be submitted to the Office of Academic Affairs not later than by 31 January or 5 September. The decision of the council of the School shall be submitted to the Office of Academic Affairs not later than by 1 March or by 1 October. [entry into force 27.10.2021]

(8) In justified cases, the University Senate may, upon amendment of the curricula, allow exceptions to the requirements laid down in the Statutes. [entry into force 01.11.2019]

§ 8. Closing a curriculum

(1) Closing a curriculum means that studies in the specific curriculum are terminated. The University shall not issue graduation documents on the basis of a closed curriculum.

(2) The University Senate shall decide whether to close a curriculum based on a proposal of the Vice-Rector for Academic Affairs (in case of doctoral studies the Vice-Rector for Research) and after having heard the opinion of the council of the School. [entry into force 27.10.2021]

(3) Closing of a curriculum is preceded by termination of admission. The Vice-Rector for Academic Affairs shall make a proposal to a School to terminate admission, if in the last three years: [entry into force 21.03.2017]

- 1) less than 15 students per main field of study have been admitted to the curricula of first level of studies and less than 10 students per main field of study have been admitted to the second level of studies; [entry into force 20.02.2020]
- 2) the percentage of graduates compared to the total number of students admitted at the beginning of the nominal duration of studies is less than 25% (excluding doctoral curricula).
- (4) Teaching according to the standard study plan of a curriculum is terminated after termination of the nominal duration from the last admission period. The students shall be provided an opportunity to continue studies according to a curriculum in a similar field of study.

Chapter 5

IMPLEMENTING PROVISIONS

§ 9. Implementing provisions

- (1) This Regulation shall enter into force as of the academic year 2016/2017.
- (2) [repealed – entered into force 23.05.2021]
- (3) The curricula of the third study cycle shall be brought into compliance with the Regulation not later than by the beginning of the academic year 2022/2023. [entry into force 23.05.2021]
- (4) Regulation No 5 of 18 June 2013 of the Council of Tallinn University of Technology “Curriculum Statute of Tallinn University of Technology” is repealed.