

## **Progress and Continuance of Studies Regulations**

Academic rigour and flexibility are some of the characteristics that EUNEIZ University seeks to include in the practice that will govern the relationship between members of the university community. In this way, by endorsing the scrupulous fulfilment of the commitments undertaken, it aims to guarantee that the students make proper use of the training offered in the different qualifications of this academic centre.

For this reason, we have developed a series of rules to ensure that the students can make the most of their enrolment, taking into account their previous performance and improving their indicators. Moreover, it is considered necessary to meet the needs of those who enrol as part-time students, so that they can complete the different curricula based on a special programme and with a differentiated performance demand.

### **1. Study modes: course programme systems**

The curricula include the possibility of up to three different course programmes for the students to choose from:

- Part time. Those who enrol for a minimum of 18 credits and a maximum of 36 credits per academic year. This programme is designed especially for those who would like to or have to combine their studies with other activities that prevent them from dedicating themselves full-time to the said studies.

Notwithstanding the above, the number of credits enrolled for may be lower than this, provided that they correspond to the total number of credits the student has left to complete their studies.

- Full time. This programme corresponds to students who choose to enrol for between 36 and 72 credits per academic year.

Notwithstanding the above, the number of credits enrolled for may be lower than this, provided that they correspond to the total number of credits the student has left to complete their studies.

- Full-time extended. This programme is especially designed for high-performing students, making it easier for them to advance their studies at a higher and faster rate than other full-time students. These students can take up to 90 credits per academic year and will be undertaken by students participating in double-degree programmes.

Each student will be able to select their programme choice and change it at the beginning of each academic year with the approval of the coordinator of the degree they have enrolled for. In any case, students who decide to undertake their studies on a part-time basis must do so providing reasons to support the said request.

The full-time, extended programme may only be applied for from the second year onwards, provided that at least 54 credits had been passed in the preceding year, except for those students who begin their studies in double-degree programmes. The same performance will be required to remain in the special programme for subsequent courses.

## **2. Progress and continuance of studies: degree students**

In general, students must maintain adequate academic achievement in each academic year enrolled and pass a minimum of 20% of the credits they have enrolled for.

Otherwise, a favourable report from the qualification coordinator will be mandatory in order to be able to enrol in the following year's course in the qualification, with the enrolment obligations and guidelines imposed by the coordinator in their report.

## **3. Application of the continuance of studies regulations for transfers or changes of university studies.**

All students who wish to transfer their academic records to continue the same or similar studies must meet the requirements established by the applicable state regulations or the University's own regulations.

In the event that a student accesses a university degree after having had their credits from other courses recognised, these credits will be considered as having been passed for the purposes of the aforementioned calculations.

In the case of an academic record transfer or changes in the studies that result in a recognition of at least 60 credits, including all those corresponding to the first year, the aforementioned continuance of studies checks shall be considered as having been passed for all purposes.

When the number of credits recognised does not meet the aforementioned conditions, for the application of the continuance of studies system, the result of applying the number of years the studies which were undertaken in the original qualification to the percentage of total credits recognised in the new qualification out of the total number of credits shall be considered as passed in the original qualification, i.e.:

Actual years = Years x Recognised Credits/Passed Credits

In the event of failure to comply with any of the established continuance of studies checks, the student will have one year to be able to meet this requirement.

#### **4. Consequences of not meeting the continuance of studies regulations**

Students who do not pass the checks set in this continuance of studies system have to discontinue the studies initiated. One year must have passed to be able to re-apply for admission to these studies through pre-enrolment or, if they have not passed the checks carried out in year three, the reopening of their file.

If the student wishes to start new studies, the continuance of studies system linked to transfers or changes of studies shall be applied.

#### **5. Progress and continuance of studies: Master's students**

- Number of credits below 90. Full-time students will have to complete their studies in three academic years, starting from the first year's enrolment. For part-time students, the term is extended to the six academic years, starting from their first enrolment.

- Number of credits equal to or greater than 90. Full-time students will have a maximum period of four years from their first year's enrolment. For part-time students, the period increases to eight years.

**a. Application of the continuance of studies system for students of Master's programmes which enable them to practice their professional activities**

Continuance of studies regulations in Master's studies which enable them to practice professional activities may be subject to specific regulations.

**b. Consequences of not meeting the continuance of studies regulations**

Students who do not pass the checks included in this continuance of studies system must resubmit their request for their admission onto the programme. If the request is granted, they must pass a specific test that will validate the update of the knowledge gained in previous courses.

**6. Request for a year's grace**

Exceptionally, the University may grant a year's grace to students who do not meet the continuance of studies system requirements. The condition for enrolling in the qualification in order to be able to comply with the checks is that the students can verify and prove that exceptional circumstances have occurred that prevented their proper and full dedication to the studies. Similarly, the University may also require the student to be included in a part-time programme.

**7. Unique cases**

Students with disabilities or who are in disadvantaged situations, for whatever reason, will receive special treatment in this regard, with the qualification coordinator adapting this regulation to their particular case.