



Rules about the evaluation of previous study

## I. General

If the student who is beginning his study at the School of Education of the University of Iceland, had previously studied another comparable, equivalent university program, she/he can apply for its evaluation as a part of the study at the School of Education. The applicants for evaluation of previous study (which can entail i.e. exceptions from certain courses) cannot rely on a positive answer and they are encouraged to apply for the study as if the evaluation had not taken place until the decision is made.

- Applications submitted before August 10<sup>th</sup>., are generally processed before the revision of registrations in the fall semester is finished.
- Applications submitted before December 1<sup>st</sup>. are generally processed before the revision of registrations in the spring semester is finished.
- Applications submitted before April 1<sup>st</sup>. are generally processed before May 10<sup>th</sup>.

## II. Evaluation by the faculty

Each faculty is responsible for the evaluation of the previous study in collaboration with the Office of academic and student affairs. Those nominated by the faculty to carry out the evaluation each time, create an evaluation committee. To support the consistency among faculties, the evaluation builds on criteria listed in Chapter V. of these rules. The Office of academic and student affairs receives the applications and it administers formally the conclusions of the evaluation committees.

## III. Structure and content of the application

For the evaluation committee to be able to process the application for evaluation of previous university study, the application must fulfil the following conditions:

The student must specify what study she/he intends to finish at the School of Education.

The student must specify the course at the School of Education that she/he thinks that her/his previous university study corresponds with.

The student must specify which courses she/he finished in the previous study that she/he wishes to have evaluated. The name of the course, the number of credits (ECTS) and the university level, graduate or postgraduate, have to be listed.

If the previous education is from other university than University of Iceland the application must include certified transcripts of records from previous university as well as certified copy of course descriptions.

The application has to specify if the student had previously applied for evaluation of the same study units at the University of Iceland or other universities. The decision about the previous evaluation must be attached to the application.

The applicant is responsible that all the above information is included in the application so that it is possible to process it. If the application is not sufficient, it will not be processed.

#### **IV. Processing of applications**

The evaluation committee of each faculty processes applications with respect to the criteria in Chapter V. of these rules, and in collaboration with department heads of the departments in question, as relevant.

When the application has been processed, the student receives an announcement in email about the conclusion of the evaluation and copy will also be sent to the Student registration office for further processing. Both the application and the conclusion of the evaluation are saved in the student's academic record.

#### **V. Criteria for evaluation**

##### **General provision**

When evaluating previous studies, the aim is to evaluate the course in each discipline as an equivalent of a comparable and interchangeable course in the intended study at the School of Education, even if the content of the courses is not entirely the same.

If student have a degree from Iceland College of Education (Kennaraskóli Íslands) or its predecessors, it is possible to evaluate her/his study overall, independent of what courses were completed.

A student who wishes to begin after withdrawing from the study for a period of time, has to begin the study according to the currently valid rules and current curriculum. The faculty must submit a proposal that states if and how the older courses will be evaluated in the new academic record.

##### **Limitation of the evaluation**

In general, it is not possible to evaluate other than formal education on a University level.

It is not permitted to recognize a final project for evaluation.

There is a general rule that in order to finish an academic degree at the School of Education, half of the study has to be completed at the School of Education. It is acceptable to demand that at least half of each part of the study, i.e. of the specialization in each programme, is completed at the School of Education.

The on-location study is generally not evaluated for credits.

Student who begins his study on a postgraduate level at the School of Education, can only have those courses recognized that they have completed on a graduate level at recognized university institutions.

If the student has finished master's studies and she/he choose to complete another master's degree whose content overlaps with the first one, she/he must complete at least 60 ECTS credits specifically for the second degree.

Generally, the previous master's study is not evaluated if ten years or more have passed since the study ended. However, it is possible to look away from the rule about the nullification of the acquired credits if the previous study was extensive and comprehensive and it was finished with an academic degree.

The evaluation committee is only entitled to evaluate full courses from the previous study to come instead of current full courses.

It is not allowed to evaluate courses that received a grade lower than 6.

A general rule is that those who completed a three-year study at the Iceland College of Education (Kennaraskóli Íslands), Childcare College of Iceland (Fósturskóli Íslands) or Special Education College (Proskafjálaskóli) get maximum of 150 ECTS credits transferred. Those who have completed a two-year study at the Physical Education College of Iceland (Íþróttakennaraskóli Íslands), get maximum of 120 ECTS credits transferred. Students who have completed their study at the above-mentioned schools and who take 30 or 60 ECTS postgraduate diploma for a bachelor's degree from the faculties of the School of Education, cannot get a part of the previous study evaluated.

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