

CODE OF CONDUCT FOR EDUCATION IN LANGUAGES OTHER THAN DUTCH

for HAN University of Applied Sciences

<i>Subject</i>	<i>Code of Conduct for Education in Languages other than Dutch</i>
<i>Executive Board decision no.</i>	2020/1703
<i>Participation Council consent</i>	10-7-2020
<i>Adopted on</i>	10-7-2020

Article 1 Education in another language

Teaching and examinations at HAN take place in Dutch. In contravention to this, a different language may be used:

- a. in the case of a degree course that relates to that language;
- b. in the case of education in the form of a guest lecture given by a non-Dutch-speaking lecturer; or
- c. if so required by the specific nature, structure or quality of the education or the students' country of origin.

This Code of Conduct relates exclusively to section c.

Article 2 Specific nature, structure and quality of the education

The specific nature, structure or quality of the education is at issue, in any case, if:

- a. it concerns the curriculum or curriculum components requiring knowledge of a language other than Dutch;
- b. as part of proficiency in the discipline of the degree course, it is necessary to teach curriculum components in a language other than Dutch; or
- c. it is necessary to provide education in another language in the context of internationalisation or international exchange programmes.

Article 3 Internationalisation or international exchange programmes

1. If the education is provided in a language other than Dutch, on the grounds of article 2 section c of this Code of Conduct, the dean should draw up a transparent internationalisation and quality policy.
2. Education provided in foreign languages should meet the same quality requirements as education provided in Dutch.
3. The degree course should aim for a balanced mix of nationalities, so that students can work in international classrooms.
4. It is not permitted to offer a degree course in another language that is followed wholly or largely by students from the border region, and that does not directly meet a significant need from the Dutch labour market. If degree courses are followed in their entirety by students from the border region and do not meet the provisions of paragraph 3, these degree courses should be dissolved.

Article 4 Authority to provide education in other languages

1. The dean is authorised to take the decision to provide education in a language other than Dutch. Taking such a decision requires the dean to have the approval of the Executive Board.
2. The dean takes the decision, whether or not this is at the request of the school manager(s) involved.
3. The dean may choose to offer the degree course exclusively in a foreign language, or they may choose to offer the degree course in a foreign language alongside the degree course in Dutch.
4. Before deciding to use a different language, the dean or school manager concerned should seek the advice of various bodies, such as the professional advisory committee, the curriculum committee and/or the degree committees.

5. The use of a foreign language may not result in an increase in the study load of the degree course. The study load is expressed in credits. The number of credits for a degree course in a foreign language may not exceed the number of credits that apply to a degree course in Dutch.
6. The dean is obliged to attach conditions to the decision to use a different language, which guarantee the quality of the study component concerned, including explicit reference to the language proficiency of the lecturers involved.
7. In order to determine the desired language proficiency as referred to in paragraph 6, an internationally recognised and transparent norm (Cambridge) should serve as a minimum. The target standard depends on the range of tasks involved, and in any case:
 - a. level C1 applies as the mandatory final standard for all lecturers teaching in a language other than Dutch; and
 - b. for incumbent lecturers who do not yet meet level C1, a lower level will be determined as an entry-level standard for teaching in an English-language degree course. Agreements should be made with these lecturers with regard to achieving level C1.

Article 5 Provision of information

1. The Education and Examination Regulations (EER) sets out in which subjects education is provided wholly or partially in a language other than Dutch.
2. If an exam or a final assessment in a unit of study forming part of a degree course must be taken in a language other than Dutch, this will be stated in the EER.
3. (Prospective) students are also informed via the course catalogue and website of the degree course about whether Dutch or another language is used in a particular stream of the degree course.
4. If a bachelor or master course is taught mostly or wholly in a foreign language, the Student Charter, the EER and any other channels that provide students with information, such as the website of this degree course, must be made available in English or the language(s) in which the education is provided.

Article 6 Minimal language requirements for exchange students

In the case of an exchange programme for a foreign-language degree course, the contract between the sending and receiving educational institutions will contain agreements on the proficiency of the minimum language level of the international student. At the request of the national committee on the Code of Conduct for Higher Education, the dean will provide access to the contract with the sending educational institution. An exchange student is a student with foreign nationality who, in the context of an exchange programme established for this purpose, will follow, is following or has followed education for a period of at least 3 months and up to a maximum of 12 months, at an educational institution established in the Netherlands, and is not enrolled and certified as a regular student at that educational institution.

Article 7 Fees

The dean may determine that a fee is charged for carrying out the assessment of the language requirement, the prior education, and the comparison of diplomas as included in the Enrolment Regulations and the EER. This should be communicated to the (prospective) student in advance.