

Education and Examination Regulations

Postgraduate Professional Programme in Sanitation and Sanitary Engineering

Approved by the Academic Board of UNESCO-IHE, [280313]

General Information

Article 1 Scope of the regulations

- 1.1 The present regulations apply to the education and examinations for the Postgraduate Professional Programme in Sanitation and Sanitary Engineering, referred to hereafter as the 'programme', offered by the UNESCO-IHE Institute for Water Education, Delft, the Netherlands

Article 2 Definition of terms

- 2.1 The following terms are defined in the context of these regulations:

Student: a person who is registered for the programme.
Module: a self-contained unit with specified learning objectives
Rector: the rector of the Institute.
ECTS: the European Credit Transfer and Accumulation System.
Examination: a study performance assessment.
Constituent examination: an examination consisting of a number of different parts (e.g. assignments, written or oral exams, presentations)
Examination Board: official board of the institute responsible for drafting the examination regulations, the organisation and co-ordination of the examinations, the awarding of diploma's and degrees.
Academic Board: The Academic Board is an advisory body of the Rectorate. It is a forum to facilitate information flow and make decisions about all academic matters within the Institute. Its domain encompasses all academic matters related to education, research and capacity development.

Article 3 Aim and content of the programme

- 3.1 The aim of the programme is to convey to the students the knowledge, insight and skills of a particular field of study.
- 3.2 The learning objectives of the programme, the programme content and examinations are described in the programme description.
- 3.3 The programme consists of a number of online modules, regular master modules or a combination of both.

Article 4 Full-time/part-time

- 4.1 The programme is executed on a part-time basis, with a maximum duration of 4.5 years.

Article 5 Study load

- 5.1 The minimum study load for obtaining a diploma is 20 ECTS credit points, which equals a workload of 560 hours.
The ECTS division per cluster:

- Sanitation track: 15 ECTS from sanitation modules + 5 ECTS from any other module on the list;
- Sanitary Engineering track: 15 ECTS from sanitary engineering modules + 5 ECTS from any other module on the list.
- All-round / generalist track: 10 ECTS from sanitation modules + 10 ECTS from sanitary engineering modules.

Academic Admission Requirements

Article 6 Admission to the programme

- 6.1 Academic admission to the programme may be granted to applicants who provide evidence of having:
- a university level bachelor's degree in an appropriate field of study for the programme, awarded by a university of recognised standing;
- 6.2 Academic admission to the programme will be granted on the basis of a decision taken to that effect by the Academic Registrar, upon advice of the programme coordinator.
- 6.2 Students will be registered for one of the three programme tracks.
- 6.3 Selection of modules for each individual student will be decided upon after decision and agreement with the programme coordinator.
- 6.4 Applicants will be registered as student in the programme after payment of the required tuition fees.

Examinations

Article 7 Examination

- 7.1 The duration of an online module varies between 12 to 18 weeks. The duration of a face to face module is 3 weeks.
- 7.2 A module can be examined via (a combination of) assignments and written and/or oral examinations as indicated in the individual module description.
- 7.3 All examination parts of a module have to be concluded by the end of that module.
- 7.4 Sequence of the module examinations will take place as agreed with the programme coordinator and as described the programme handbook.
- 7.5 Students can sit each module examination maximum two times.
- 7.6 In case a student fails the examination of a module twice, the student can either redo the whole module again, or choose another module. In both cases agreement of the programme coordinator is needed, and tuition fee has to be paid for the extra module.
- 7.7 The module examination is passed if the weighted average of all examinations of the module is 6.0 or higher.

- 7.8 In case of oral examinations only one student at the time is involved. During oral examinations, a second staff member is present as independent observer.
- 7.9 In case of an oral distance examination, the student has to provide proof of identity to the examiner.

Results of Examinations

Article 8 Assessment and notice of examination results

- 8.1 Examination assessment results are represented on a scale of 1.0 to 10.0, with one decimal of accuracy. Marks 6.0 and higher indicate a successful result.

The following grading scale is used:

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9.0 - 10.0	Excellent
8.0 - 8.9	Very good
7.0 - 7.9	Good
6.0 - 6.9	Sufficient
5.9 and below	Fail

- 8.2 The mark for a constituted examination is determined by the weighted average of the results of the constituent parts. The weights for the constituent parts are stated in the module sheet.
- 8.3 The examiner shall determine the result of an (oral) examination shortly after the examination has been conducted.
- 8.4 The module coordinator informs the Education Bureau about the final module mark via a standard examination result form.
- 8.6 As a rule examination results shall be collected, processed, recorded and notified to the students by the Education Bureau within a period of 21 days after submission of the examination work or oral examination by the student.
- 8.7 For each examination, the student receives a written statement from the Education Bureau of the examination result obtained for the module and, if successful, the associated credit points granted for that module.

Article 9 Period of validity

- 9.1 The result of an examination, when successful, is valid for an unlimited period of time.
- 9.2 Notwithstanding paragraph 1 of this article, the period of validity for which the examination board takes examination results into account for a diploma is four years.

Article 10 Fraud

- 10.1 An examiner who observes or suspects fraud during the assessment of examination work is required to submit a substantiated report to the examination board.
- 10.2 Plagiarism is a serious act of fraud.
- 10.3 If the examination board, after investigation of the incident, concludes that there has been a case of fraud, the offenders will be given the mark 1.0 for the examination work.

Article 11 Diploma

- 11.1 Students who have successfully collected a minimum of 20 ECTS for the programme will be awarded a Postgraduate Professional Diploma in Sanitation and Sanitary Engineering.
- 11.2 The diploma is signed by the rector of the Institute, the chair of the examination board and the academic registrar. In addition to this diploma the graduate receives a diploma supplement stating the learning objectives, the composition of the programme, the results achieved and the associated credit points.

Final Articles

Article 12 Amendments

- 12.1 Amendments to these regulations are made by separate decisions of the Academic Board.

Article 13 Unforeseen situations

- 13.1 Situations which are not foreseen by the present regulations, will be decided on by the Academic Board, where necessary after consultation with the Examination Board and/or programme coordinator.

Article 14 Publication

- 14.1 The Academic Board is responsible for the timely publication of the Education and Examination Regulations, and any amendments thereof.

Article 15 Period of application

- 15.1 These regulations take effect from 1 January 2013 onwards.

Learning objectives

The overall aim of the Postgraduate Professional Diploma Program in Sanitation and Sanitary Engineering (PPDP SSE) is to disseminate sanitation and sanitary engineering knowledge and know-how to professionals who do not have the means or interest to pursue an MSc degree in Sanitation and Sanitary Engineering, or who already have an MSc degree in a related field and wish to specialize professionally. The program is designed for practicing sanitation sector professionals, or those aspiring to work in the sector (BSc level and above).

Upon completion of the programme participants will be qualified to:

- perform as a competent professional in the field of sanitation and/or sanitary engineering
- to contribute to the development of innovative approaches to the provision of sustainable sanitation services especially under challenging conditions usually prevailing in developing and countries in transition.

Their specific qualifications depend on their chosen programme track, and their choice of courses within that track, and will consist of a combination of the following:

- Understand and explain the role of sanitation in the urban water cycle and its relation to public health and environment;
- Develop rational approaches towards sustainable wastewater management via pollution prevention, appropriate treatment, and resource recovery and re-use at both centralized and decentralized setting;
- Understand the relevant physical, chemical and biological processes and their mutual relationships within various sanitation components;
- Define and critically analyze, assess and evaluate various urban drainage and sewerage schemes, and wastewater, sludge (including fecal sludge) and solid waste treatment process technologies;
- Analyze, synthesize, integrate, interpret, and discuss scientific and practical information in the context of preparing research and engineering projects including preparation of master plans, feasibility studies and preliminary designs;
- Apply modern tools for technology selection and to model sanitation components.

PPDP: overview of modules and assessment method

Online module for PPDP	Track	Credits
Biological wastewater treatment: Principles, Modelling and Design	SE	6
Cleaner Production and the Water Cycle	SE	5
Constructed Wetlands for Wastewater Treatment	SE	5
Ecological Sanitation	S	5
Experimental Methods in Wastewater Treatment	SE	5
Faecal Sludge Management	S	5
Grey Water Management, Treatment and Use	S	3
Industrial Effluent Treatment	SE	5
Modelling Sanitation Systems	SE	5
Policy and Management in Developing Countries	S	5
Sanitation-related Urban Groundwater Pollution	S	4
Solid Waste Management	S	5
St. Marten case study	S/SE	5
Urban Drainage and Sewerage	SE	5
Urban Flood Management & Disaster Risk Mitigation	SE	5
Urban Water Systems	SE	5

Assessments

The final mark of the course (100%) is made up of the marks obtained in the course assignments (40%) and the final examination (60%). The course is successfully completed when the average final mark is higher than or at least equal to a 6.0, and 5 EC can be awarded. However, recognizing that not all students may be interested in the ECTS and doing the final examination, a student who has an average mark higher than or at least equal to 5.0 for the assignments, is entitled to receive a Certificate of Participation. To get the right to carry out the final examination, the average mark for the assignments must be at least equal to 5.0.