



JÖNKÖPING UNIVERSITY

Admission Regulations for first- and second-cycle courses and study programmes at Jönköping University

Admission Regulations

For admission for the Summer Semester of 2021,
Autumn Semester of 2021 and Spring Semester of
2022

Title: Admission Regulations for first- and second-cycle
courses and study programmes at Jönköping University
Version: 12 October 2020
Decided by: President, 12 October 2020
Appendix to President's decision: § 901, Appendix 1

Original language: Swedish
Applicable from: 15 October 2020
Applicable: admission rounds shown in title
Dnr: 2020/3901-14

Contents

1	Introduction	4
1.1	Jönköping University.....	4
1.2	Admission Regulations	4
1.3	Decisions on admission issues	4
2	Applications	5
2.1	Applications via <i>www.antagning.se</i>	5
2.2	Applications via <i>www.universityadmissions.se</i>	6
2.3	Applications via <i>www.ju.se</i> for local admissions	6
2.4	Applications for VAL (CPD courses for teachers).....	6
2.5	Supplementary information.....	6
2.6	Late applications and late supplementary information	6
2.7	Cancellation of courses or study programmes	7
3	Application fees and tuition fees	7
3.1	Separate admissions.....	7
4	Entry requirements for first-cycle courses and study programmes	7
4.1	General entry requirements.....	8
4.1.1	Conditional admission	8
4.1.2	Transitional provision for applicants with qualifications awarded before 2010.....	8
4.2	Specific entry requirements	8
4.2.1	Courses and study programmes for new entrants	8
4.2.2	Courses and study programmes for applicants who are not new entrants.....	9
4.3	Prior learning	9
4.4	Equivalence assessment.....	9
4.5	Exemption from entry requirements	10
4.6	Entry requirements for VAL courses	10
4.7	Guarantee place for subsequent courses and study programmes following an access programme	10
4.7.1	Pathway Programmes	10
4.7.2	Foundation semester and foundation year	10
5	Selection for first-cycle courses and study programmes	11
5.1	Selection criteria and allocation of places for first-cycle study programme courses for new entrants	11
5.1.1	Selection by grades.....	11
5.1.2	Selection by SweSAT.....	11
5.2	Selection criteria and allocation of places for first-cycle courses.....	12
5.3	Other eligible applicants	12
5.4	Election for first-cycle courses for applicants who are not new entrants	12
5.5	Selection for courses with a requirement for occupational experience	13
6	Selection criteria for first-cycle courses and study programmes decided by JU	13
6.1	Selection by assessment of other objective circumstances relevant to the course or study programme	13
6.2	Special selection for first-cycle study programmes specialising in business	

	administration at JIBS	13
6.3	Special selection for the Study Programme in Prosthetics and Orthotics, the Study Programme in Diagnostic Radiology Nursing, the Study Programme in Biomedical Laboratory Science, specialising in Clinical Physiology, and the Study Programme in Biomedical Laboratory Science, specialising in Laboratory Medicine, at HHJ...	14
7	Entry requirements and selection for second-cycle courses and study programmes.....	14
7.1	Entry requirements for second-cycle courses and study programmes	14
7.2	Access programmes	15
7.3	Selection criteria and allocation of places for second-cycle courses and study programmes.....	15
	7.3.1 Selection model for study programmes with English as the language of instruction	15
	7.3.2 Selection model for study programmes with Swedish as the language of instruction.....	15
	7.3.3 Selection model for second-cycle courses with a level of 91-120 credits	15
7.4	Selection models for Master's Programmes (60 and 120 credits) with English as the language of instruction	16
7.5	Special selection for Master's Programme in Quality Improvement and Leadership in Health at HHJ	16
8	Admission decisions	16
8.1	Replying to an admission decision.....	16
8.2	Registration and roll-call.....	17
8.3	Deferring the start of studies	17
8.4	Prohibition against being re-admitted	17
8.5	Programme course as single-subject course	17
8.6	Application for a later part of the programme	17
9	Admission from waiting list	18
10	Appealing against a decision.....	18

1 Introduction

1.1 Jönköping University

Jönköping University ('JU') is an autonomous foundation university and thus not subject to the Higher Education Ordinance (1993:100). Jönköping University Foundation ('the Foundation') is ultimately responsible for the operation. Activities are largely based on agreements for educational and research assignments concluded by the Foundation and the Swedish Government. The Foundation has been granted degree-awarding powers directly by the Government under the Act concerning authority to award certain degrees (1993:792).

The Foundation pursues educational and research activities through wholly owned subsidiaries, first its 'Schools' and second Jönköping University Enterprise AB ('JUE'). JUE primarily runs Pathway Programmes targeting international students. The Schools are as follows:

- Hälsohögskolan i Jönköping AB (School of Health and Welfare – 'HHJ')
- Högskolan för lärande och kommunikation i Jönköping AB (School of Education and Communication – 'HLK')
- Internationella Handelshögskolan i Jönköping AB (Jönköping International Business School – 'JIBS')
- Tekniska Högskolan i Jönköping AB (School of Engineering – 'JTH')

In addition to these Schools and JUE, the Foundation owns a joint services company (Högskoleservice i Jönköping AB – University Services – 'HS'), which is responsible for essentially all of the support activities at JU, including admissions.

1.2 Admission Regulations

These Admission Regulations have been decided by the President and apply to all admissions for courses and study programmes at JU, apart from admissions for doctoral (third-cycle) studies.

The Admission Regulations comprise the rules applicable at JU for admission to first- and second-cycle courses and study programmes and include rules on applications, entry requirements and selection. In addition, they include rules on how and by whom decisions on these matters are made, how and in what cases an appeal can be made, and also other rules applicable in conjunction with the admission process.

Supplementary rules are provided in the study programme and course syllabuses decided by each School or JUE, and to which the Admission Regulations relate. Information about study programmes is also available in programme catalogues and information regarding single courses is available on www.ju.se.

JU has chosen to participate in the admission system common to Swedish higher education institutions and uses the Qualification Assessment Manuals produced by the Association of Swedish Higher Education Institutions (SUHF) as support for its admission work. SUHF also issues recommendations concerning other issues within the area of admissions. The Qualification Assessment Manuals are issued by the Swedish Council for Higher Education (UHR) and aim to ensure the equal assessment of education in Sweden and abroad at all higher education institutions in Sweden.

1.3 Decisions on admission issues

Decisions on issues regarding admissions to first- and second-cycle courses and study programmes are made by the Admissions Office at HS on behalf of the Schools and JUE. Admissions can be made through either central admissions or through local admissions. UHR has been assigned to process central admissions. The Admissions Office processes local admissions. The auto-generated Notification of Selection Results applies as the decision of the Schools and JUE.

The mandate from the Schools and JUE to the Admissions Office also includes deciding on issues concerning entry requirements, assessment of prior learning for courses, priority, exemption from entry requirements and also admission based on another objective circumstance.

Admissions on the basis of specific qualifications and assessment of prior learning for programmes are made directly by the School, as is the assessment of admissions to a later part of the programme.

2 Applications

Admission to first- and second-cycle courses and study programmes shall refer to a course or study programme. Applicants need to make an application in accordance with the rules decided by JU to be admitted to such courses and study programmes; see www.ju.se. JU applies different application routes depending on the structure of the course or study programme. The provisions concerning this are set out in Sections 2.1 to 2.3.

Those unable to apply online can send an application by letter instead to the relevant central or local recipient. The application should be submitted or available to JU no later than the application deadline, unless otherwise notified. The last application received is processed if an applicant submits several applications in one and the same admissions round.

It is normally possible to apply for several course/study programme options when making an application. The options must be ranked in order of priority. The number of course/study programme options for JU can be found in the study programme catalogues and on www.ju.se. The course/study programme options may vary in number of credits.

It is the obligation of the applicant to check that grades and other qualifications to which the applicant wishes to refer to prior to admission have been registered. Instructions for how to add documents to the application are shown on each website where applications are to be made, i.e. www.antagning.se, www.universityadmissions.se and www.ju.se.

Most Swedish upper secondary schools and municipal adult education (Komvux) are now affiliated to the national grades database (BEDA). The applicant's pre-education qualifications are automatically obtained from the admission system (NyA) when applying via www.antagning.se.

2.1 Applications via www.antagning.se

It is best for applicants who can read and understand the content of www.antagning.se, where the information is written in Swedish, to apply for courses and study programmes there. This is also the only way of applying online for individual courses. Copies of documents to which the applicant wishes to refer should be uploaded to www.antagning.se or sent to UHR Antagningservice. The address can be found on that website.

The application deadline is 15 April for Autumn Semester studies, 15 October for Spring Semester studies and 17 March for summer courses. The application, including qualification documents, should be submitted no later than by 24.00 on the application deadline. If the application deadline falls on a Saturday, Sunday or public holiday, applications received on the next weekday will be accepted.

By applying via www.antagning.se, the applicant accepts that personal data and learning outcomes will be stored in JU's study administrative system (LADOK).

2.2 Applications via www.universityadmissions.se

Those wishing to be admitted for an international course or study programme (e.g. study programme courses with English as the language of instruction and who cannot read and understand information written in Swedish) should apply via www.universityadmissions.se and follow the instructions provided there.

The application deadline is 15 January for applications made via www.universityadmissions.se.

By applying via www.universityadmissions.se, the applicant accepts that personal data and learning outcomes will be stored in JU's study administrative system (LADOK).

2.3 Applications via www.ju.se for local admissions

JU also makes local admissions for admissions to international study programme courses. Local applications and admissions also apply for Pathway Programmes. The application deadlines for local admissions are shown on www.ju.se.

By applying via www.ju.se, the applicant accepts that personal data and learning outcomes will be stored in JU's study administrative system (LADOK) and in the higher education institution's local admission system (ISA).

2.4 Applications for VAL (CPD course for teachers)

Those wishing to be admitted for the VAL Project i.e. continuing professional development (CPD) for unqualified teachers and pre-school teachers who wish to acquire a pre-school teaching or teaching degree should apply via the national website <https://lararutbildning.nu/val/>

The above-mentioned website shows the dates on which applications are open prior to each application period as well as other information about VAL.

2.5 Supplementary information

Applicants can submit supplementary documents until the last day to submit documents on time, such as grades and certificates missing at the time the application was made. The deadline for this supplementary information is shown on each website where the original application was completed.

2.6 Late applications and late supplementary information

The applicant is responsible for applications and supplementary information being received on time. A late application will not be included in the ordinary selection but will only be considered for admission after places have been granted for all applicants who have applied on time. Eligible applicants who have applied late will be ranked in relation to others according to the date on which the complete application was received.

The reason for a late application or supplement will be considered at the request of the applicant. If this reason is accepted, the application will be dealt with as if it had been received on time. Acceptable reasons may, for example, be that the applicant was prevented from submitting their application on time owing to an accident or the like. The reason must be verified by a certificate.

2.7 Cancellation of courses or study programmes

A course or study programme that has been advertised and for which applications have been received should normally start. However, JU reserves the right to cancel a course or study programme, which means that it is not guaranteed that those admitted will be able to study on the course or study programme in question. A decision to cancel a course or study programme will be made by the respective School and JUE, and is normally made prior to the first selection.

3 Application fees and tuition fees

Admission to courses and study programmes in certain cases requires payment of an application fee and a tuition fee. This obligation applies to applicants from ‘third countries’, i.e. applicants holding a citizenship in countries outside the EU/EEA area or Switzerland and who do not hold a residence permit in those countries for a reason other than studies. However, there are a number of exclusions from this obligation. These together with the rules otherwise applied by JU in this area are set out in by *Bestämmelser för anmälnings- och studieavgifter vid Jönköping University* [Regulations for application and tuition fees at Jönköping University]. See www.ju.se for further information.

3.1 Separate admissions

Admissions of eligible applicants required to pay tuition fees for study programmes with English as the language of instruction will take place as separate admissions. Different selection groups of students who are required to pay tuition fees and of Swedish/European students may be applied at JU. This relates to courses and study programmes that are marketed internationally and that have an international target group for recruitment. If a student required to pay tuition fees is admitted to a course or study programme in a separate selection group, the selection criteria shall be in accordance with the Admission Regulations. The merit rating or these selection groups shall be in accordance with the same scale and determined according to the same method and criteria. The minimum merit rating for those admitted in this group may not be significantly lower than for other groups. In the separate admission, interviews may be held with a view to establishing the reasons underlying the choice of course or study programme option applied for. The merit rating is on a scale from 0 to 999.

A student admitted to a selection group for students required to pay tuition fees, but who later changes and becomes exempt from the payment of tuition fees, will retain their place on the course or study programme as a student exempt from paying tuition fees.

4 Entry requirements for first-cycle courses and study programmes

General entry requirements for studies must be met for admission to first-cycle courses and study programmes. Specific entry requirements are also imposed for admission in several instances. The entry requirements laid down for study programmes and courses are specified in the study programme and course syllabuses. Information about entry requirements is also available in the study programme catalogues and also at www.ju.se.

4.1 General entry requirements

‘General entry requirements’ refers to the level of knowledge on which all higher education courses and study programmes are based. They are general and represent the minimum prior knowledge requirements for all first-cycle courses and study programmes at JU.

For admissions encompassed by these Admission Regulations, JU applies the rules and recommendations for general entry requirements for higher education prescribed by the current edition of the Qualification Assessment Manuals laid down by SUHF. These rules are based on the provisions contained in Chapter 7, Sections 5 and 6 of the Higher Education Ordinance (1993:100).

Applicants with foreign English language qualifications are considered in accordance with the guidelines in the current version of the Qualification Assessment Manuals for the assessment of foreign education. Knowledge in English 6/English B may be demonstrated by a ‘Pass’ level with a test such as IELTS or TOEFL. For further information, see www.ju.se.

4.1.1 Conditional admissions

Applicants who are in upper secondary education outside Sweden, who have not completed upper secondary education at the time of application and are studying their final semester during the Spring Semester, shall be given an opportunity to apply for courses and study programmes at JU. The end of semester report for the second to last semester must be complete and quantifiable for the application to be considered. An admission of an applicant shall be on a conditional basis. The specific entry requirement of both an end of semester report issued and final school grades must be obtained in order to meet the condition.

Furthermore, the student must produce original documents of completed upper secondary education before it is possible to register them on the course or study programme. The right to final admission and registration lapses if conditions are not met within the period set.

4.1.2 Transitional provision for applicants with qualifications awarded before 2010

Those who met the general entry requirements before 1 January 2010 according to the rules that applied at that time will also meet them in the future. This also applies to those who meet the general entry requirements by means of a combined transcript of courses and grades issued from upper secondary adult education prior to 1 January 2010.

4.2 Specific entry requirements

In addition to the general entry requirements, JU may lay down specific entry requirements for first-cycle courses and study programmes at JU. 'Specific entry requirements' refers to the prior knowledge requirements that are absolutely mandatory to enable students to benefit from the course or study programme.

4.2.1 Courses and study programmes for new entrants

'First-cycle courses and study programmes for new entrants' refers to courses and study programmes for which specific entry requirements do not demand previous higher education studies. Specific entry requirements may be expressed as field-specific entry requirements or as requirements for prior knowledge from one or more courses in national or specially designed upper secondary school programmes or the like as well as other requirements of significance for the professional field for which the courses and study programmes prepare. A 'Pass'/'E' grade, or alternatively at least grade 3, is required for each of the courses/subjects concerned. There is a list of field-specific entry requirements in HSVFS 2011:10.

Entry requirements can also be met in ways other than through upper secondary school courses, such as courses in adult education at upper-secondary level or a certificate of meeting specific entry requirements from an independent adult education college (folk high school). A specification of equivalent knowledge must be documented.

UHR has issued regulations concerning which entry requirements apply to courses and study programmes that lead to a vocational qualification, and JU has chosen to follow these in most respects. Specific entry requirements for study programmes and courses are to be shown in the syllabus for the respective study programme or course. Information about specific entry requirements is also available in the study programme catalogues and also at www.ju.se.

4.2.2 Courses and study programmes for applicants who are not new entrants

'First-cycle courses and study programmes for applicants who are not new entrants' refers to courses and study programmes for which specific entry requirements do demand previous higher education studies. Specific entry requirements in this case may comprise requirements for knowledge gained from one or more higher education courses and other requirements related to the demands of the course, study programme or professional field. Specific entry requirements for these courses and study programmes are determined by the Schools through their study programme or course syllabuses. Information about specific entry requirements is also available in the study programme catalogues and also at www.ju.se.

4.3 Prior learning

An applicant may be considered to meet entry requirements through consideration of 'prior learning'. Such an assessment may relate to all first-cycle courses and study programmes for both general and specific entry requirements. Applicants have prior learning if they have the potential to benefit from the course or study programme through education in Sweden or abroad, practical experience or some other circumstance. The applicants themselves must prove that they have prior learning and the application must be made in writing. An application regarding prior learning for central applications, together with all supporting documentation, must be sent to UHR Antagningservice by no later than the application deadline. For local applications, the Admissions Office must have already received the application regarding prior learning and related documentation in conjunction with making the application for the study programme/course. When considering prior learning, JU complies with the recommendations laid down in UHR's Qualification Assessment Manuals.

4.4 Equivalence assessment

Applicants not meeting the entry requirements may be considered to have equivalent knowledge. An 'equivalence assessment' means that the applicant has been considered to have knowledge that is equivalent to an applicant who has met the formal entry requirements. Such knowledge has normally been acquired through older types of education or foreign pre-education courses.

4.5 Exemption from entry requirements

Applicants who do not meet the entry requirements may be granted exemption (dispensation) from one or more of these requirements if there are special reasons to do so. This assessment takes into account whether the applicant has the potential to benefit from the course/study programme applied for. Exemption from certain entry requirements may apply to both general and specific entry requirements.

A general exemption is granted at JU in the following cases:

- From the requirement for English for general entry requirements for continuing professional development courses where the course literature is not in English.
- From the requirement for Swedish Course 3/Swedish B for general entry requirements for courses and study programmes where the teaching takes place entirely in English. This exemption is also granted for applicants with foreign pre-education for courses/study programmes given in English.

4.6 Entry requirements for VAL courses

As previously mentioned, the VAL Project targets those working as unqualified teachers or pre-school teachers. This course means that a teaching degree can be acquired through supplementary studies. For these studies, JU applies the entry requirement regulations prescribed by the ordinances relating to qualifications that provide qualified teacher status for teachers and pre-school teachers and higher education for further training for unqualified teachers and pre-school teachers who wish to acquire a teaching degree, i.e. Ordinance (2011:680), Ordinance (2013:831) and Ordinance (2017:895). The entry requirements are also shown on the website <https://lararutbildning.nu/val/>

4.7 Guaranteed place for subsequent courses and study programmes following an access programme

Access to a course or study programme may, in certain cases, be given after an access programme has been taken at JU.

4.7.1 Pathway Programmes

A number of places for new entrants are reserved each year at the Schools for students who have taken and been granted a pass grade for the pre-education Pathway Programme at JUE. An application for a guaranteed place is made in conjunction with applying for the Pathway Programme. The guaranteed place is linked exclusively to the course or study programme referred to in the application for a Pathway Programme and to

which the applicant is then conditionally admitted.

4.7.2 Foundation semester and foundation year

A number of places for new entrants on study programmes at the School of Engineering (JTH) are reserved each year for students who have been granted a pass grade for all courses in the higher education institution's foundation semester or foundation year. The number of reserved places shall correspond to the number guaranteed a place and relate to JTH's engineering courses and study programmes. An application for a guaranteed place is made on www.antagning.se in conjunction with the application for a foundation semester/year. The course or study programme at JTH applied for must be indicated as the first choice in the application. As regards a guaranteed place after a foundation semester, an application shall also be made in the admissions round relevant to the subsequent programme.

5 Selection for first-cycle courses and study programmes

When there are more eligible applicants than number of places for a course or study programme, the places will be allocated through a selection process. Selection may be based on various methods, such as grades, the Swedish Scholastic Aptitude Test (SweSAT) or credits group. All applicants are ranked in the group or groups where they meet the conditions. An applicant who cannot be admitted in the selection will be placed on the waiting list. Lots shall be drawn for all selection groups in the event of equal average credits.

5.1 Selection criteria and allocation of places for first-cycle study programme courses for new entrants

Selection must take the applicants' qualifications into account. The selection criteria are grades, SweSAT results, selection criteria decided by the University, specific qualifications and other objective circumstances. Places for study programmes will be allocated as follows for the selection criteria 'grades' and 'SweSAT results':

- Selection by grades, 65%
- Selection by SweSAT, 35%

5.1.1 Selection by grades

For admissions subject to these Admission Regulations, JU complies with Chapter 7, Sections 13 and 18 and Appendix 3 of the Higher Education Ordinance with reference to the allocation of places based on grades and the weighting of grades.

There are three selection groups for selection by grades. Places on a course or study programme are allocated in relation to the number of eligible applicants in the three groups: 'BI' (direct group); 'BII' (supplementary group); and 'BF' (folk high school group). One third of the places are then reallocated from Group BII to Group BI.

5.1.2 Selection by SweSAT

There is a common national Swedish Scholastic Aptitude Test (SweSAT) for all higher education institutions in Sweden. SweSAT is a general study skills test measuring the ability to complete higher education studies. SweSAT is offered twice each year and is administered by, among others, JU. Those wishing to participate in SweSAT must pay a fee of SEK 450 when applying for the test. Results from SweSAT are valid for eight years.

All eligible applicants with valid SweSAT results participate in the selection based on results from SweSAT.

A score of at least 0,8 on the SweSAT is required at JU to be included in the group for selection by SweSAT for JU's programmes and courses.

5.2 Selection criteria and allocation of places for first-cycle courses

A selection will be made if there are more eligible applicants than places on courses and study programmes. The selection will take the applicants' qualifications into account. Selection is made in three main groups for first-cycle courses: grades group; SweSAT group; and credits group AP (academic credits).

Places are normally allocated by one-third per group for the selection criteria 'grades', 'SweSAT results' and 'academic credits' group.

- Grades group, Group BI, BII, BF
- SweSAT group HP
- Academic credits group AP

The allocation of places on the basis of grades, including access programmes, is made in accordance with 5.1.1 above.

There is a special selection group (academic credits group AP) for the allocation of places on the basis of credits, which is applied to first-level courses for new entrants. The number of credits included in the selection is based on approved credits at the time of the application deadline. Ranking in this group is based on the number of credits attained. The upper limit is 300 credits regardless of whether the number of credits attained is higher at the time of application. Admission is granted on a sliding scale.

All eligible applicants who have applied within the prescribed period will be admitted to courses to which guaranteed places are allocated.

5.3 Other eligible applicants

Other eligible applicants (i.e. those who cannot be placed in the grades, SweSAT or credits group) will only be offered a place after all applicants in groups have been admitted. Selection is made through the drawing of lots.

5.4 Selection for first-cycle courses for applicants who are not new entrants

Selection is based on previous study qualifications at the university. Ranking takes place on a sliding scale, though for a maximum of 300 credits regardless of whether the credits attained are higher. The number of credits included in the selection is based on approved credits at the time of the application deadline.

Selection model 1

Courses for 31-60 credits

- **Group 1** at least 30 credits in subject applied for and a maximum of 300 credits
- **Group 2** at least 15 credits in subject applied for and a maximum of 300 credits

Selection model 2

Courses for 61-90 credits

- **Group 1** at least 60 credits in subject applied for and a maximum of 300 credits
- **Group 2** at least 45 credits in subject applied for and a maximum of 300 credits

A level of 1-30 credits must have been attained.

5.5 Selection for courses with a requirement for occupational experience

Selection is based on the number of years of at least half-time work experience after professional qualification.

- **Group 1** 10 years or more will earn 7 credits
- **Group 2** 7-9 years will earn 5 credits
- **Group 3** 3-6 years will earn 3 credits
- **Group 4** 1-2 years will earn 1 credit
- **Group 5** less than 1 year will earn 0 credits

6 Selection criteria for first-cycle courses and study programmes decided by JU

No more than one-third of the places for each first-cycle course or study programme can be allocated using selection criteria decided by JU (special selection) as set out in Sections 6.1 to 6.3.

Applicants who wish to be assessed in accordance with each selection criterion must submit a special application within the same period applicable for ordinary applications. The special application must include the reasons referred to for the assessment. Refer to www.ju.se for further instructions and information relating to the course or study programme in question. The documents and certificates referred to in support of the application must be attached to the special application. Special applications are to be sent to Jönköping University, Admissions Office, Box 1026, SE-551 11 Jönköping, Sweden.

6.1 Selection by assessment of other objective circumstances relevant to the course or study programme

JU applies a selection procedure with assessment of other objective circumstances relevant to the course or study programme. This selection criterion only applies to applicants whose competitive position during ordinary selection is affected negatively owing to a documented disability or other specifically documented circumstance, such as a serious illness or accident. 'Disability' refers to both physical and mental disability.

To be considered for assessment using this selection criterion, applicants are required to:

- meet the general entry requirements;
- have JU as their first choice, and
- have exhausted the opportunities to improve their competitive position by taking the SweSAT.

Assessment should include a review verifying that the above-mentioned prerequisites for selection have been met. Furthermore, it is a requirement that the difference between the applicant's merit rating or grades and the merit rating for grades required for ordinary admission does not exceed one credit. Applications are considered by the Admissions Office following a presentation by the Disability Coordinator at JU.

6.2 Special selection for first-cycle study programmes specialising in business administration at JIBS

In addition to ordinary selection, JU applies a special selection procedure for admission to the first-cycle study programme specialising in business administration at JIBS. Applicants must meet the entry requirements and be applying for the programme as their first choice in order to participate in the special selection for their course or study programme.

As a basis for special selection, the applicant must confirm one or more of the following forms of experience and JU must also consider the student to be suitable for these kinds of studies:

- Involvement as a person running their own business over several years
- Taken and achieved a pass grade for academic studies of at least 60 credits

6.3 Special selection for the Study Programme in Prosthetics and Orthotics, the Study Programme in Diagnostic Radiology Nursing, the Study Programme in Biomedical Laboratory Science, specialising in Clinical Physiology, and the Study Programme in Biomedical Laboratory Science, specialising in Laboratory Medicine, at HHJ

In addition to ordinary selection, JU applies a special selection procedure for admissions to the Study Programme in Prosthetics and Orthotics, the Study Programme in Diagnostic Radiology Nursing, the Study Programme in Biomedical Laboratory Science, specialising in Clinical Physiology, and Study Programme in Biomedical Laboratory Science, specialising in Laboratory Medicine, all at HHJ. Applicants must meet the entry requirements and be applying for the programme as their first choice in order to participate in the special selection for their course or study programme.

As a basis for special selection, the applicant must also prove their suitability for the study programme applied for. Selection is considered at several stages, starting with the documents submitted. Final selection then takes place following interviews with applicants.

7 Entry requirements and selection for second-cycle courses and study programmes

The entry requirements to be achieved for 'second-cycle' courses and study programmes are different to those for first-cycle courses and study programmes. This is because second-cycle courses and study programmes are mainly based on and expand the knowledge, skills and abilities gained by the students during the first-cycle.

7.1 Entry requirements for second-cycle courses and study programmes

The following are the general entry requirements for the Master's Programmes (60 and 120 credits):

- a first-cycle degree or professional degree of at least 180 credits or a corresponding foreign higher education degree

The following also applies as a general entry requirement for Master's Programmes (60 and 120 credits) with English as the language of instruction:

- English 6/English B or pass levels for tests or interviews held by the School

Applicants who at the time of application do not have a first-cycle degree or professional degree comprising at least 180 credits or corresponding foreign higher education degree may be granted conditional eligibility. Conditional eligibility may be granted if the above requirements for higher education degrees are considered to have been satisfied by no later than registration for the study programme applied for. Certificates from a university/institute of higher education that prove that an ongoing course or study programme underway will lead to a higher education degree affording eligibility must be attached to the application.

Specific entry requirements may also be imposed for the courses and study programmes. Decisions on applicable specific entry requirements are made by each School. The requirements are set out in the programme syllabus for study programmes and the course syllabus for courses. Information about entry requirements is also available in the study programme catalogues and also at www.ju.se.

Prior learning may be assessed for second-cycle courses and study programmes for both general and specific entry requirements. This may relate to knowledge acquired through education in Sweden or abroad, practical experience or some other circumstance providing the potential to benefit from the course or study programme. The applicants themselves must prove that they have prior learning and the application must be made in writing.

7.2 Access programmes

A certain number of places are reserved at the Schools each year for students who have taken and been granted a pass grade for the pre-education Pathway Programme at JUE. An application for a guaranteed place is made in conjunction with the application for the Pathway Programme. The guaranteed place is linked exclusively to the course referred to in the application for a Pathway Programme and to which the applicant is then conditionally admitted.

7.3 Selection criteria and allocation of places for second-cycle courses and study programmes

Places on a course or study programme will be allocated through a selection process when there are more eligible applicants than number of places. The selection criteria may differ depending on the nature of the course or study programme, but are based on an assessment of the previous course or study programme and credits attained. An applicant who cannot be admitted in the selection will be placed on the waiting list.

7.3.1 Selection model for study programmes with English as the language of instruction

Applicants are weighted according to grades in higher education for second-cycle courses and study programmes. The merit rating is on a scale of 0 to 999. The drawing of lots is used to assess qualifications in the event of an equivalent merit rating.

7.3.2 Selection model for study programmes with Swedish as the language of instruction

Selection for admission to second-cycle courses and study programmes is based on previous education and number of credits earned.

- **Group 1** requirements for first-cycle degrees have been met with a maximum of 300 credits granted
- **Group 2** at least 150 first-cycle credits must have been earned with a maximum of 300 credits granted

7.3.3 Selection model for second-cycle courses with a level of 91-120 credits.

- **Group 1** at least 90 credits in subject applied for and a maximum of 300 credits
 - **Group 2** at least 82.5 credits in subject applied for and a maximum of 300 credits
- A level of 1-60 credits must be completed.

7.4 Selection models for Master's Programmes (60 and 120 credits) with English as the language of instruction

On Master's Programmes (60 and 120 credits) with English as the language of instruction, the selection is based on the applicant meeting one or more of the following criteria.

- First- or second-cycle credits awarded (e.g. certificates, focus within degree subject)
- Test results: GMAT (applicants for study programmes specialising in business administration), GRE (applicants for study programmes specialising in economics) or CFA (applicants for the study programme: International Financial Analysis)
- Separate motivation for the studies, demonstrated through interview or in some other way (e.g. motivation letter, references, relevant work experience)

7.5 Special selection for Master's Programme in Quality Improvement and Leadership in Health and Welfare at HHJ

Half of the places for this programme are reserved for special selection. As a basis for selection, the applicant must show documents proving their aptitude for work tasks involving leadership responsibility in health and welfare. To be allowed to participate in the selection, applicants must meet the entry requirements and have the programme applied as their first choice.

Applicants who wish to be assessed using this selection criterion must also submit a special application within the same period applicable for ordinary applications. The special application must include the reasons referred to for the assessment. The documents and certificates referred to in support of the application must be attached to the special application. Special applications are to be sent to Jönköping University, Admissions\Office, Box 1026, SE-551 11 Jönköping, Sweden.

8 Admission decisions

Admission decisions are announced by email or letter. It is incumbent on the applicant to check e-mail and / or message on the applicant pages at www.antagning.se. The admission decision shows the result of the selection: admitted, put on the waiting list or deleted. Admission is granted to a maximum of 45 credits per semester. After responding to the admission decision, the applicant can remain admitted for 45 credits and on the waiting list for a maximum of 165 credits. An applicant who has not been admitted can remain on the waiting list for 210 credits.

8.1 Replying to an admission decision

An admission decision that requires a response will indicate whether the applicant has been admitted or placed on the waiting list according to their first choice. The applicant must reply to the admission decision within the deadline stated in order to be able to keep the place offered. Otherwise the offer is deleted and has missed out on the place.

Applicants must reply within one week from being offered a place for local admissions. A late response will only be considered if places are available.

8.2 Registration and roll-call

A mandatory roll-call applies at JU, which means that those who have been admitted must register as a student at JU and also attend the roll-call. The student being admitted will lose their place if they do not register or attend the mandatory roll-call without giving due notice of their inability to attend. Information about registration, the date and time of the mandatory roll-call and notification of being unable to attend are available at www.ju.se. In those courses where there is no compulsory call, login to the course pages on the learning platform must take place within the specified time frame. If this is not fulfilled, it is to be equated with the absence of the admitted student.

8.3 Deferring the start of studies

A person who has been admitted to a study programme during the two ordinary selections and cannot start the studies at the prescribed time may be granted deferment for the start of studies if there are special reasons to do so. Reasons for deferment may be social, medical or other special circumstances that were not known at the time of application. The Admissions Office must receive an application for deferment no later than one week before the start of the study programme. The issue of deferment is administered and decided by the Admissions Office.

8.4 Prohibition against being re-admitted

An applicant cannot be readmitted to a course for which he or she has previously been registered (same LADOK code). This applies even with reference to different forms of study (full- or half-time or another location). On the other hand, applicants are entitled to reregister to participate in exams and also – subject to the approval of the School – course participation.

8.5 Programme course as single-subject course

A person with sufficient prior knowledge may be admitted to a course that is part of a study programme to the extent that places are available. The same entry requirements normally apply for admission to a course that is part of a study programme as for admission to the study programme or the requirements laid down for the course.

8.6 Application for a later part of the programme

Those who have previous studies for which credits can be transferred within a study programme have the opportunity to apply for a later part of the programme. Admission to the later part of the study programme means admission for programme studies in Semester 2 and higher with a view to completing the programme for the award of a higher education degree.

The applicant must be taking or have taken an equivalent course or study programme in order to be admitted to the later part of the programme. The entry requirements laid down for the study programme and the special entry requirements laid down for each semester must be met. A fundamental precondition is also that there are places available on the study programme being applied for.

9 Admission from waiting list

When someone admitted to a course or study programme turns down their place, an applicant may be admitted from the waiting list. Waiting list places are to be offered in the order of selection within the selection group in which admission is to be made, and contact made by email or telephone. A response to the notice of offer for a course or study programme must be made within 24 hours. The offer of a place on the waiting list will be cancelled if no reply has been received in time.

10 Appealing against a decision

Appeals against the following admission decisions may be made to the Board of Appeals at Jönköping University ('HJÖN'):

- A decision that an applicant does not meet the entry requirements for admission to first- or second-cycle courses or study programmes (including assessment of prior learning).
- A decision not to grant an exemption from the entry requirements.

Any appeal must be made in writing and follow the instructions shown on the website where the application itself was made. An appeal must have been received no later than three weeks from the date of decision. It is the applicant's responsibility to read the admission decision on www.antagning.se. Registration of receipt by UHR (applicable to decisions from central admissions) counts as receipt by HJÖN. The appeal document must state which decision or which parts of the decision the appeal refers to, the change sought and also the reasons supporting such change.

An appeal will first be reviewed by the Admissions Office to see whether there are reasons for them to amend their decision, e.g. if the decision is clearly incorrect according to the Admission Regulations on account of new circumstances. If the decision is not amended, it will be forwarded to HJÖN. The decision subsequently made by HJÖN is final and cannot be appealed against.