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Academic Administration Office

Inger Svensson

Kristianstad University

291 88 Kristianstad

+ 46 44 250 30 00

[www.hkr.se](http://www.hkr.se)

# **Admission regulations for first- and second-cycle level courses/study programmes, and qualifying and higher education access programmes**

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## 1. Introduction

According to the Higher Education Ordinance (1993:100), each university must have available admission regulations. Admission regulations include the regulations that the higher education institution applies with regard to applications, entry requirements, selection, and admission, and how decisions are made and how they can be appealed (Chapter 6, Section 3, second paragraph of the Higher Education Ordinance).

According to Chapter 2, Section 2, item 7 of the Higher Education Ordinance, the University Board shall decide on the admission regulations described in Chapter 6, Section 3, second paragraph.

The basic rules for admission are established by the Government and are stated in Chapter 7 of the Higher Education Ordinance.

The Swedish Council for Higher Education (Universitets- och höskolerådet – UHR), with the support of Chapter 7 of the Higher Education Ordinance issues more detailed regulations on general entry requirements, specific entry requirements, and selection.

The Association of Swedish Higher Education Institutions (Sveriges Universitets- och Höskoleförbund – SUHF) prepares and updates the nationally valid qualification assessment manual and the foreign assessment manual through a working group. These apply as the norm for local admissions to higher education at first- and second-cycle levels. Kristianstad University normally also follows other recommendations issued by SUHF.

The higher education institution may issue local rules and guidelines with the support of the authorisation in the Higher Education Ordinance or other superior statutes. These admission regulations state the local rules that apply at Kristianstad University. They are also applied to courses within programmes.

### 1.1 Education

The Higher Education Act (1992:1434 höskolelagen – HL) Chapter 1, Sections 8-9 regulates the knowledge on which first-cycle courses/study programmes are based. A first-cycle course/study programme shall essentially be based on the knowledge that students acquire in national programmes in upper secondary education or equivalent knowledge. A second-cycle course/study programme shall essentially be based on the knowledge that students acquire in a first-cycle course/programme or equivalent knowledge.

## 2. Rules and guidelines

### 2.1 Applications for education

A person who wishes to be admitted to a course/study programme must apply within the time and in the order prescribed by the higher education institution. Issues relating to admission are decided by the higher education institution (Chapter 7, Section 4 of the Higher Education Ordinance).

Instructions on how to apply and descriptions of the rules that apply to the university's courses and study programmes can be found on [www.hkr.se](http://www.hkr.se).

The last date for applications is normally 15 April for the autumn semester, 15 October for the spring semester and 15 March for the summer semester.

Application is done via [www.antagning.se](http://www.antagning.se). For courses/study programmes held in English and which are mainly intended for international applicants, the faculty can choose 15 January and/or 15 April for the autumn semester, 15 August and/or 15 October for the spring semester as the closing date for applications. Application is done via [www.universityadmissions.se](http://www.universityadmissions.se).

Application to the vocational teacher training programme is done via [www.antagning.se](http://www.antagning.se) where documents proving the general entry requirements are also uploaded. The applicant verifies the specific entry requirements by completing a digital survey of knowledge and professional experience via Valiweb no later than the closing date for applications. Documents that support this must be received by Valiweb no later than the closing date for applications and sent by post. Instructions can be found on [www.hkr.se](http://www.hkr.se).

To apply for local admission rounds, other national application deadlines may apply.

Supplementary documentation of grades and certificates for each semester shall be received no later than the supplementary qualification deadline. For important dates, see [www.antagning.se](http://www.antagning.se).

Following the closing date for applications, qualified applicants can be admitted subject to the availability of places.

### 2.2 Application fees and tuition fees

According to the Ordinance (2010:543) on application fees and tuition fees at universities and higher education institutions, an application fee must be levied on applicants required to pay tuition fees before the application can be considered. An applicant required to pay tuition fees shall pay the application and tuition fees in accordance with the instructions given in the application information, admission decision and invoice. Admission is conditional until the tuition fee has been paid.

### **2.2.1 Local rules**

The vice-chancellor has decided on the Guidelines for tuition fees (ref. no. 2023-114-108), which are applied to applicants required to pay tuition fees.

### **2.3 Maximum credits for admission**

For admission to courses/study programmes within the regular autumn and spring admissions round, the applicant may be admitted to a maximum of 45 credits.

For the summer admissions round, the applicant may be admitted to a maximum of 23 credits.

In other admission rounds, other maximum credits may apply.

Full-time study counts as 30 credits per semester.

### **2.4 Requirements for replying to an admission decision and registration**

Notification of admission respectively placement on the waiting list requires a response from the applicant as per the instructions stated on [www.antagning.se](http://www.antagning.se) and on the admission decision. No response, an incorrectly stated or delayed response mean that the applicant loses the place offered in the admission decision. Qualified applicants who have lost their place can reapply if the course is open for late applications.

An applicant admitted to a course/study programme must begin their studies on the date stipulated on the admission decision. Those who have been accepted must follow the instructions for registration or run the risk of losing their place.

### **2.5 Registration for Later stage of a programme**

If there are vacancies in a programme's second or later semester, applicants may be admitted to a later part of a programme. Applications must be received no later than the closing date for applications for the semester. Applications received after this date will be processed depending on time and availability of places on the course or study programme. In addition to the applicable entry requirements, the applicant must primarily fulfil the requirements for courses included in the programme up to the semester to which the application relates.

If there are not enough places for all eligible students, their ranking shall be based on the highest number of completed academic credits on the closing date for applications. In the event of equivalent qualifications, selections can also be made by applicants taking the Swedish Scholastic Aptitude Test, other tests, interviews, and by lottery. After selection has been made by lottery, selection may not be undertaken according to other criteria (Chapter 7, Section 12 a of the Higher Education Ordinance).

## **2.6 Elective course within a programme**

Applications for elective courses within a programme are done according to the higher education institution's application routines, which can be found in the Ladok student portal.

## **2.7 Re-registration**

A student who has registered for a course/study programme and has taken credits cannot apply for the course or study programme and be admitted again. Re-registration is allowed if there are available places. The student in question should contact the relevant faculty for agreement on how the studies can be completed.

## **2.8 Entry requirements**

The entry requirements that apply to a particular course/study programme shall be established in the course/programme syllabus before the application opens (Chapter 6, Sections 15, 17 of the Higher Education Ordinance).

To be admitted, applicants must meet the general entry requirements as well as any specific entry requirements that may be stipulated (Chapter 7, Section 2 of the Higher Education Ordinance).

If special grounds exist, a higher education institution may decide to waive one or more entry requirements. A higher education institution shall waive one or more entry requirements if the applicant has the capacity to assimilate the course or study programme without meeting the entry requirements (Chapter 7, Section 3 of the Higher Education Ordinance).

### **2.8.1 Meeting entry requirements through prior learning**

Applicants who do not meet the formal entry requirements and who wish to make reference to other competencies/qualifications and experience may apply for assessment based on their prior learning. The assessment of the applicant's overall competence is carried out provided that the applicant has requested such an assessment. Assessment is made on a case-by-case basis related to a specific degree programme/course during the admissions process. A student whose application has been approved based on prior learning is considered qualified as long as the programme and course conditions are not changed (Chapter 7, Sections 5, 5b, 8, 24-25, 28, 30-31 of the Higher Education Ordinance).

This does not apply if the course/study programme leads to the award of a degree-equivalent professional qualification that requires professional status registration (Chapter 7, Section 29 of the Higher Education Ordinance).

### **2.8.1.1 Local rules**

Applicants who do not meet general entry requirements but who meet the requirements for the Association of Swedish Higher Education Institutions – Recommendations for the assessment of prior learning for general entry requirements (REK 2023:2), are deemed to fulfil the general entry requirements.

### **2.8.1.2 Application for recognition of prior learning**

Applications for the recognition of prior learning must be received no later than the closing date for the applications round in question. Applications received after the closing date for applications will not be processed. Instructions on how to apply for prior learning can be found on [www.hkr.se](http://www.hkr.se) and [www.antagning.se](http://www.antagning.se).

## **2.8.2 Studies in degree programmes**

### **2.8.2.1 Local rules**

If special grounds exist, a higher education institution may, pursuant to the Higher Education Ordinance, Chapter 7, Section 3, decide to waive one or more entry requirements. Such exemption decisions are to be made by the dean of the relevant faculty. The application for such exemption must be submitted at least two weeks before the beginning of the course/study programme.

To be eligible to work on a degree project or equivalent at first-cycle level, a student must have completed courses comprising at least 105 university credits of which at least 52.5 credits are in the main field of study. This means that the degree project may only be completed after at least two years of studies.

### **2.8.3 Entry requirements for qualifying and higher education access programmes**

Qualifying and higher education access programmes are defined as courses/study programmes that aim to provide general or specific eligibility for higher education or higher education access programmes.

The conditions for entry requirements for qualifying and higher education access programmes are regulated in Sections 9-11 of the Ordinance (2018:1519) on qualifying and higher education access programmes.

### **2.8.4 General entry requirements for first-cycle courses/study programmes**

Regulations concerning general entry requirements are stated in Chapter 7, Sections 5-6 of the Higher Education Ordinance. Supplementary regulations on general entry requirements and selection can be found in the Swedish Council for Higher Education's Code of Statutes (UHRFS 2013:1) and later amendments.

### **2.8.5 Specific entry requirements for first-cycle courses/study programmes intended for new entrants**

A course/study programme intended for new entrants to higher education is defined as a course or study programme which does not require previous higher education studies.

Provisions relating to specific entry requirements are stated in Chapter 7, Sections 8 of the Higher Education Ordinance. The stated specific entry requirements must be essential for a student to be able to assimilate the course or study programme.

Specific entry requirements for a course/study programme intended for new entrants are stated as courses in upper secondary school. The Swedish Council for Higher Education issues regulations on which courses in upper secondary education may be used, as well as which are to be used as specific entry requirements for courses/study programmes intended for new entrants and which lead to a professional qualification or a qualification in the fine, applied and performing arts. The higher education institution issues regulations for other courses and study programmes (Chapter 7, Sections 9-10 of the Higher Education Ordinance).

If there are special grounds, the higher education institution may issue regulations on other courses in upper secondary school education or other conditions if they are necessary for the course or study programme or of significance for the profession for which the course or study programme provides preparation. Before these regulations are issued, the Swedish Council for Higher Education must have the opportunity to comment on the higher education institution's proposal (Chapter 7, Section 11 of the Higher Education Ordinance).

### **2.8.6 Specific entry requirements for first-cycle courses/study programmes intended for students who are not new entrants**

A course/study programme intended for students other than new entrants to higher education is defined as a course or study programme which does not require previous higher education studies.

The stated specific entry requirements must be essential for a student to be able to assimilate the course or study programme. It may consist of knowledge from upper secondary school, higher education courses and other conditions that are of importance to the education or of importance to the professional field for which the education prepares (Chapter 7, Section 25 of the Higher Education Ordinance).



#### **2.8.6.1 Local rules**

If a certain course constitutes a specific entry requirement for admission to another course, the qualifying course must have been completed with a pass grade. Only then can a student be admitted to the course applied for. Exceptions from this rule may be granted if a student has taken the prerequisite (qualifying) course in the previous or current semester. The applicant will then be given an admission decision with a condition.

In connection with the start of the course/programme, the faculty shall check that the eligibility requirements are met before the applicant may begin the course/study programme.

#### **2.8.7 General entry requirements for second-cycle study programmes**

A person meets the general entry requirements for a study programme leading to the award of a second-cycle general qualification or a second-cycle qualification in the fine, applied and performing arts if they possess a first-cycle qualification comprising at least 180 credits or corresponding qualification from abroad, through courses and study programmes in Sweden or abroad, practical experience or some other circumstance has the capacity to assimilate a second-cycle course or study programme.

Exemptions may be made from the qualification requirements if the applicant is considered able to meet the requirements but a degree certificate has not yet been issued due to special grounds (Chapter 7, Section 28 of the Higher Education Ordinance).

A person meets the general entry requirements for a course or study programme leading to the award of a second-cycle professional qualification that requires specific professional status registration or the prior award of a specific qualification if they have acquired the specified professional status registration or possesses the specified qualification. Applicants who, through Swedish or foreign educations, practical experience, or some other circumstance are able to assimilate the programmes are also considered to meet the general entry requirements. This does not apply, however, if the course/study programme leads to the award of a professional qualification that requires professional status registration (Chapter 7, Section 29 of the Higher Education Ordinance).

#### **2.8.7.1 Local rules**

Applicants who, at the time of their application, do not meet the requirements for the award of a qualification may be admitted on the condition that the degree requirements are fulfilled at the start of the course/programme.

Applicants who, at the time of their application, do not meet the specific entry requirements that are expressed as knowledge from higher education courses may be admitted on the condition that the entry requirements are fulfilled at the start of the course/programme.

In connection with the start of the course/programme, the faculty shall check that the eligibility requirements are met before the applicant may begin the course/study programme.

### **2.8.8 General entry requirements for second-cycle courses**

A person meets the general entry requirements for courses/study programmes other than second-cycle studies if he or she has completed first-cycle studies or through a Swedish or foreign education, practical experience or due to some other circumstance has the capacity to assimilate the second-cycle studies (Chapter 7, Section 30 of the Higher Education Ordinance).

### **2.8.9 Specific entry requirements for second-cycle courses/study programmes**

The stated specific entry requirements must be essential for a student to be able to assimilate the course or study programme. The requirements may comprise knowledge from higher education courses and other conditions that are of importance for the course and study programme or for the professional field for which the education prepares.

A person also meets the specific entry requirements if he or she has the capacity to assimilate the course/programme through Swedish or foreign education, practical experience or due to some other circumstance (Chapter 7, Section 31 of the Higher Education Ordinance).

#### **2.8.9.1 Local rules**

To be eligible for second-cycle courses, a student must have a pass in courses equivalent to at least 90 credits. Entry requirements may include credits accrued in a certain key area, requirements for specific courses, qualifications, or other conditions as well as requirements for knowledge in Swedish and English.

Applicants who, at the time of their application, do not meet the specific entry requirements expressed as knowledge from higher education courses may be admitted on the condition that the entry requirements are fulfilled at the start of the course/programme.

If a certain course constitutes a specific entry requirement for admission to another course, the qualifying course must have been completed with a pass grade. Only then can an applicant be admitted to the course applied for. Exceptions to this rule may be given if the applicant has taken the qualifying

course the previous or current semester. The applicant will then be given an admission decision with a condition.

In connection with the start of the course/programme, the faculty shall check that the eligibility requirements are met before the applicant may begin the course/study programme.

## **2.9 Selection**

If the number of places on a course/study programme is less than the number of qualified applicants, selection must be conducted. Rules for how this may be carried out are stated in Chapter 7 of the Higher Education Ordinance.

Supplementary regulations are found in UHRFS 2013:1 Regulations on general entry requirements and selection. Provisions relating to the weighting of grades have been stipulated by the government and are stated in Annexe 3 of the Higher education ordinance, Allocation of places on the basis of grades and the weighting of grades.

Applicants may compete in more than one selection group.

Applications to courses and programmes that arrive after the final application date are not assigned an incremental value but are ranked according to the day the applicant submitted the application and demonstrated their eligibility for the course or programme they applied for.

### **2.9.1 Cases of equivalent qualifications**

If qualifications are otherwise equivalent, selection may also be undertaken through results from the Swedish Scholastic Aptitude Test, a test other than the Swedish Scholastic Aptitude Test, interviews, or by lottery. After selection has been made by lottery, selection may not be undertaken according to other criteria (Chapter 7, Section 12 a of the Higher Education Ordinance). Qualified applicants who lack qualifications that fulfil the selection criterion are placed after all the others who have qualifications that fulfil the selection criterion and are admitted where places are available.

### **2.9.2 Local rules for selection**

According to Chapter 7, Section 26 of the Higher Education Ordinance, selection may be made based on previous studies. According to national agreements, each higher education credit from 1 to a maximum of 165 credits is counted towards first-cycle studies. Each higher education credit from 30 to a maximum of 285 is counted towards second-cycle studies (SUHF, 07/059).

When calculating academic qualifications, completed credits are counted on the closing date for applications.

In the event of other equivalent qualifications, selections are determined in the first instance, through the Swedish Scholastic Aptitude Test, and in the second instance, by lottery, which takes place automatically in the admissions system.

### **2.9.3 Selection with regard to special grounds**

In exceptional cases, applicants may be offered priority through special selection (Chapter 7, Sections 16, 27 of the Higher Education Ordinance). This may only be done if an applicant's qualifications cannot be assessed in an appropriate manner according to the specified selection criteria and if the applicant, through previous studies, work experience or some other circumstance, has special knowledge or some other specific aptitude for the course/study programme. Decisions regarding special selection are notified on the admission decision and cannot be appealed.

#### **2.9.3.1 Local rules**

When applying for priority through special selection, an overall assessment is made of the reasons and qualifications in relation to the choice of course/study programme. It is required that the applicant is eligible for the course/study programme applied for.

Applications for priority through special selection must be received no later than the closing date for the admission round in question. Applications received after the closing date for applications will not be processed. Instructions on how to apply for priority through special selection can be found on [www.hkr.se](http://www.hkr.se).

### **2.9.4 Allocation of places for qualifying and higher education access programmes**

The conditions for the allocation of places that apply to qualifying courses (access education) and higher education access programmes are stated in Chapter 7, Section 12 of Ordinance (2018:1519).

#### **2.9.4.1 Foundation year**

After successfully passing their foundation year programme at Kristianstad University, students have a guaranteed place on one of a number of pre-allocated study programmes at the first-cycle level, Ordinance (2018:1519). Admission is only guaranteed until the next start of the study programme in question and if the application is received in time.

### **2.9.5 Allocation of places to first-cycle courses/study programmes for new entrants**

The selection process will take into account the applicants' qualifications. The selection criteria comprise grades, results of the Swedish Scholastic Aptitude Test,

and criteria determined by the higher education institution (Chapter 7, Sections 12, 23 of the Higher Education Ordinance).

For first-cycle courses/study programmes intended for new entrants, at least 1/3 of the places must be allocated on the basis of grades and at least 1/3 on the basis of the Swedish Scholastic Aptitude Test (Chapter 7, Section 13 of the Higher Education Ordinance). The higher education institution may determine selection criteria for 1/3 of the places. The selection criteria must consist of objective circumstances that are significant for the course/study programme (Chapter 7, Section 23 of the Higher Education Ordinance).

#### **2.9.5.1 Priority**

When applicants to a higher education institution are admitted to a course intended for new entrants, priority may be given to those who are already students at Kristianstad University (Chapter 7, Section 17 of the Higher Education Ordinance). The rules that apply are stated in the course information on [www.hkr.se](http://www.hkr.se).

#### **2.9.6 Allocation of places to first-cycle courses/study programmes intended for students who are not new entrants**

The selection process will take into account the applicants' qualifications. The selection criteria comprise grades, the results of the Swedish Scholastic Aptitude Test, previous studies, and criteria determined by the higher education institution (Chapter 7, Section 26 of the Higher Education Ordinance). A selection criterion imposed by the higher education institution shall consist of objective circumstances that are significant for the course or study programme (Chapter 7, Section 23 of the Higher Education Ordinance).

#### **2.9.7 Allocation of places for second-cycle courses/study programmes**

The selection process will take into account the applicants' qualifications.

The selection criteria for second-cycle education comprise grades, results from the Swedish Scholastic Aptitude Test, previous studies and selection criteria determined by the higher education institution (Chapter 7, Section 26 of the Higher Education Ordinance). A selection criterion imposed by the higher education institution shall consist of objective circumstances that are significant for the course or study programme (Chapter 7, Section 23 of the Higher Education Ordinance).

In isolated cases, a higher education institution may deviate from Section 26 if an applicant's qualifications cannot be properly evaluated and if the applicant has special knowledge or some other specific aptitude for the course/study programme

due to previous studies, work experience or some other circumstance (Chapter 7, section 27 of the Higher Education Ordinance).

#### **2.9.7.1 Local rules**

For second-cycle courses/programmes, the selection is not based on grades/results from the Swedish Scholastic Aptitude Test.

#### **2.9.8 Separate admissions**

A higher education institution may decide that an applicant who is subject to the Ordinance on Application Fees and Tuition Fees at Higher Education Institutions (2010:543) can only be admitted to a course/study programme through a separate admission (Chapter 7, Section 4 a of the Higher Education Ordinance).

The higher education institution decides what selection criteria shall be used and how places are to be allocated. The selection criteria shall consist of objective circumstances that are significant for the course or study programme. During selection the applicant's qualifications shall be considered (Chapter 7, section 32 a of the Higher Education Ordinance).

The higher education institution decides how many separate admissions are to be made (Chapter 7, Section 4 a).

#### **2.9.9 Admission from a waiting list**

Admission from a waiting list does not need to be made until the number of admitted students is less than the planned number of places. Applicants on the waiting list shall be called in the order in which they are placed on the waiting list. When vacancies on a course/study programme arise, applicants who applied in time and were placed on the waiting list in the regular selection are to be admitted in the first instance. The original proportions between the selection groups shall be preserved, as far as possible. When all the applicants on the waiting list, for a current programme and from the regular selection, have been offered a place on the course/study programme, vacancies can continue to be filled through the acceptance of late applicants.

### **2.10 Other admission questions**

#### **2.10.1 Cancellation of advertised course and study programme**

The dean of any given faculty may cancel an advertised course or study programme before the first selection. If special grounds exist, the vice-chancellor may decide to cancel a course/study programme after the selection procedure.

### **2.10.2 Registration of information**

The information in the applications and subsequent study results are stored digitally. Provisions regarding how such data is registered are stated in The Ordinance on the Reporting of Studies in Higher Education Institutions (1993:1153). Students are entitled to results/register extracts from the Ladok student registry.

### **2.10.3 Deferment of commencement of studies**

If there are special grounds, a higher education institution, in individual cases, may decide that a person who has been admitted to a course/study programme is granted a deferment of commencement of their studies.

Deferment may not be more than 18 months unless there are overriding reasons for a longer deferment. An applicant who has been granted a deferment must declare his/her intention to begin their studies by means of an application which must be received by the closing date for applications for the allotted course or programme. A copy of the deferment decision must be attached (UHRFS 2013:3 with later amendments).

#### **2.10.3.1 Grounds for deferment**

Special grounds for deferment of the commencement of studies may be social, medical or other particular circumstances, e.g. care of a child/ren, national service or civil defence duties, student union assignment, basic military training in accordance with the ordinance on Basic military training (2015:613), or postponed leave from one's work in accordance with the employee's right to educational leave act (1974:981).

Special grounds may also include time-limited probationary employment in accordance with Section 12 of the Act (2012:332) on Certain Armed Forces Employment or Service in the Armed Forces for a person who is employed as a group commander, soldier or sailor in accordance with this Act (UHRFS 2016:1).

Deferment decisions are made by the Head of the Student Centre at Kristianstad University.

### **2.11 Appeals**

According to Chapter 12, Section 2 of the Higher Education Ordinance, a decision which finds that an applicant does not meet the entry requirements, or a decision not to grant an exemption from the entry requirements may be appealed to the Higher Education Appeals Board, (Överklagandenämnden för höskolan, ÖNH). It is also possible to appeal a decision to deny deferment of studies or resumption of studies after an approved period of leave. Other parts of the admission decision may not be appealed.



According to Section 15 of the Ordinance (2018:1519) on qualifying and higher education access programmes, a decision that an applicant does not meet the entry requirements, decision rejecting requests for course certificates, decision not to grant deferment of studies and not being allowed to resume studies after approved leave from studies, may be appealed to the Higher Education Appeals Board.

Appeals shall be addressed to the Higher Education Appeals Board but should be sent to the admissions office at Kristianstad University. Section 43 of the Administrative Procedures Act (2017:900), states that persons wanting to appeal a decision shall write a letter referencing the decision they are appealing, the change they want to make to the decision, and why they believe that the decision should be changed. An appeal against a decision must be received by the deciding authority within three weeks of the date on which the appellant was notified of the decision through that authority (Section 44 of the Administrative Procedures Act). When Kristianstad University has received an appeal, it reviews it and determines if there is reason to correct or change its decision (Sections 38-39 of the Administrative Procedures Act). Appeals received too late will be rejected (Section 45 of the Administrative Procedures Act). An appeal may, however, not be denied if the delay is due to the fact that the authority did not provide correct information about how to appeal, or if the appeal reached a higher authority within the appeal period. If the appeal is not rejected, it is forwarded to the Higher Education Appeals Board. If the decision is corrected or changed, the new decision shall also be forwarded to the Higher Education Appeals Board (Section 46 of the Administrative Procedures Act).

Additional information on appeals can be found at [www.antagning.se](http://www.antagning.se).

## **2.12 Delegation of decision-making authority regarding admissions at Kristianstad University**

Delegations are set out in the current Rules of Procedure (ref. no. 2017-114-372) and Vice-chancellor's decisions and delegations (ref. no. 2022-114-573).

The Faculty Board for Economics, the Faculty Board for Health Sciences, the Faculty Board for Teacher Education, or the Faculty Board for Natural Sciences establish the specific entry requirements for course/study programmes that are intended for new entrants and which lead to a general qualification. The relevant faculty boards also establish the specific entry requirements for courses.

Requests to the Swedish Council for Higher Education regarding deviations in accordance with Chapter 7, Section 11 of the Higher Education Ordinance are submitted by the vice-chancellor on the proposal of the respective board.

Each board establishes rules for selection, which take place on the basis of the selection criteria determined by the higher education institution in accordance with Chapter 7 of the Higher Education Ordinance.



Academic Administration Office is responsible for admissions to Kristianstad University. Decisions on admission are made by the Head of Academic Administration Office.

Kristianstad University has a Council for Study Administration and Student Support. The council consists of representatives from different parts of Kristianstad University. The Head of Academic Administration Office is the chairperson. The council has the following main tasks regarding admissions: to interpret and give advice on the basis of established admission regulations, in general and in individual cases; and to prepare and issue opinions on amendments to proposals for admission regulations.

### **2.13 Information pages**

The following publications contain more information about entry requirements, selection, admission etc.

The Swedish Higher Education Act (1992:1434)

The Higher Education Ordinance (1993:100)

Statute Book of the Swedish Council for Higher Education

The Qualification Assessment Manual from the Association of Swedish Higher Education Institutions

The Swedish Higher Education Authority's website ([www.uka.se](http://www.uka.se))

The Swedish Council for Higher Education website ([www.uhr.se](http://www.uhr.se))

Search and compare courses and study programmes and applications to the Swedish Scholastic Aptitude Test ([www.studera.nu](http://www.studera.nu))

Applications to courses and study programmes ([www.antagning.se](http://www.antagning.se) and [www.universityadmissions.se](http://www.universityadmissions.se))

The courses and programmes offered by Kristianstad University ([www.hkr.se/utbildning](http://www.hkr.se/utbildning))

Rights and obligations for students at Kristianstad University ([www.hkr.se](http://www.hkr.se))

Ordinance on supplementary teacher education (2011:686)

Ordinance on qualifying and higher education access programmes (SFS 2018:1519)

### **3. Referral bodies**

This document has been the subject of internal referral to the Council for Study Administration and Student Support, the Education Group and the University's Legal Counsel.

### **4. Supporting documents, if applicable**

There are no supporting documents.

### **5. Follow-up and revision**

A review is carried out annually by Academic Administration Office.

### **6. Validity**

This document is effective from 1 January 2024 and replaces the document Admission regulations (ref. no. 2016-114-578)

*All translations are for information purposes only and have no legal force. In the event of discrepancies, the Swedish-language version takes precedence.*