

Program Rules and Regulations

Master of Science in Global Health, *Global Studies*

Institute, University of Geneva

1. OVERVIEW

Article 1 Purpose

- 1.1. The University of Geneva's Global Studies Institute (hereinafter "GSI") offers a Master of Science in Global Health (hereinafter "MSGH").
- 1.2. The MSGH is a cross-disciplinary degree at the second level of basic university education, as defined in Article 63.1(b) of the University of Geneva Statutes. It is worth 120 ECTS (European Credit Transfer and Accumulation System) credits.

Article 2 Aims

- 1 The teaching aim of the MSGH program is to provide students with cross-disciplinary training. Health is considered from an intersectoral perspective, looking at how human health interacts with the health of the planet as a whole (as part of the “planetary health” or “healthy lives on a healthy planet” movement). This involves taking a human-rights-based approach to health, with a view to promoting access to health care for all and reducing health-related inequalities in the world; students are thus given the opportunity to study the world's health-related challenges in a cross-cutting, integrated and global manner. The program seeks to provide students with the resources they need to respond to the current and nascent challenges of global health using innovative methods and approaches that are sustainable and accessible for all and that abide by the principles of medical ethics and human rights.
- 2 The Master's prepares students for further training, for an academic and research career in the field of global health, or for a professional career in global health (through research-based training).

Article 3 Organization

- 1 The MSGH is run by the GSI. The specialization semester (the third or fourth semester), together with the thesis, which must be written as part of an internship

(normally in the third or fourth semester), may be conducted at the University of Geneva or at a partner institution, in keeping with the partnership agreements that the University of Geneva has signed with each of these institutions. Partner institutions include the Graduate Institute of International and Development Studies (IHEID), the University of Basel's Swiss Tropical and Public Health Institute (Swiss TPH), the Swiss Federal Institutes of Technology, the University of Neuchatel's Institute of Health Law (IDS), the Università della Svizzera Italiana, and the University of Luzern. The assessment terms for the specialization semester and/or the thesis are set out in the partnership agreements and the addenda to these program rules and regulations. These addenda form an integral part of these rules and regulations. They were recommended for approval by the GSI College of Professors, approved by the GSI Assembly and then adopted by the Rectorate.

- 2 The Director of the Institute of Global Health (IGH) within the Faculty of Medicine is the MSGH Supervisor and is also a member of the GSI Executive Committee. The MSGH Supervisor is supported by a program committee, which is made up of between five and ten professors and research and teaching staff involved in the MSGH, together with any substitutes they may have at the University of Geneva. Professors from the partner institutions involved in teaching the second year of the Master's may sit on the committee. Members are appointed for a term of four years, which can be renewed. The list of committee members must be submitted to the GSI's College of Professors for approval.

II. ENROLMENT, ADMISSION AND REGISTRATION

Article 4 Enrolment and registration

- 1 To be admitted to the MSGH, applicants must meet the University of Geneva's general enrolment requirements.
- 2 Students admitted to the MSGH are enrolled at the University of Geneva and registered with the GSI.
- 3 The GSI Director reserves the right not to admit a new class of students in a given year if there are not enough suitable applicants.
- 4 Students must enroll with the University's admissions service.
- 5 Students can only register with the GSI for one academic year and must therefore re-register every year in September.

Article 5 Admission requirements

- 1 Those holding a Bachelor's degree (representing at least 180 ECTS credits) or a degree deemed equivalent by the GSI Director may be admitted.
- 2 The MSGH is a specialized Master's, as per the terminology used to implement the Bologna Process in Switzerland. No degree automatically grants the holder admission to the Master's. Students are selected by the GSI Admissions Committee based on their applications.

Student applications must contain the following:

- a. A certified copy of their Bachelor's degree or equivalent. If the applicant has a degree other than a Bachelor's, the GSI Director decides whether the degree is equivalent, in keeping with the first paragraph of this Article. If the applicant has not yet obtained their degree, they may be granted conditional admission if the conditions set out in Article 7 below are met;
- b. The transcript of the university courses taken and the grades obtained during undergraduate study;
- c. Proof that the applicant can follow classes given in English (e.g. a degree in English, a Cambridge certificate, or TOEFL) or other proof accepted by the Admissions Committee;
- d. Two recommendation letters, each from a university teacher or line manager who is able to attest to the applicant's capacities and motivations;
- e. A cover letter setting out the reasons why the applicant wishes to study global health at the University of Geneva and why the applicant believes they are qualified and compatible with the goals of the program; the letter should also set out the applicant's future career expectations and plans.
- f. A CV indicating any professional experience the applicant may have.

Article 6 Admission and recognition of credits

- 1 The GSI Admissions Committee decides whether to admit applicants based on their applications. The Admissions Committee is made up of the MSGH Supervisor (automatic membership), the MSGH Coordinator (automatic membership), a GSI academic advisor and at least two global health experts appointed by the MSGH Supervisor from among the professors, the teaching and research staff and their substitutes at the University of Geneva. Where appropriate, the MSGH Supervisor may appoint representatives from the partner institutions listed in Article 3.1 of these rules and regulations to sit on the Admissions Committee; those representatives must be involved in the MSGH program. However, the majority of committee members must be from the University of Geneva. The total number of committee members may not exceed 12. The GSI Director approves the list of committee members. Members who are not entitled to automatic membership are appointed for a term of four years, which may be renewed.
- 2 Students are admitted or refused admission based on the terms and conditions set out in Article 5, subject to Article 7.
- 3 Admission decisions apply only to the academic year in question.

An applicant who is admitted but decides not to study at GSI may reapply at a later date.
- 4 For students to obtain credits for previous university studies, the following conditions apply:
 - a. No credit can be awarded for the first year of the MSGH program for studies conducted prior to admission to the MSGH.

- b. If the applicant already holds a Master's that relates to the second-year specialization semester for the MSGH, they may request credit for those studies, provided that the conditions set out in Article 13.1(b) below are met.
- c. Where the GSI has set up a dual degree program with a partner institution on the basis of an ad hoc agreement, 60 ECTS credits may be recognized for the MSGH at the GSI, in accordance with the provisions of the agreement.
- d. The MSGH Supervisor and MSGH Coordinator are in charge of taking decisions on recognizing previously obtained credits.

Article 7 Conditional admission

- 1 To enable students to continue their university studies, the GSI Admissions Committee may grant an applicant conditional admission if the applicant is about to obtain a Bachelor's degree and has already obtained at least 120 ECTS credits.
- 2 In this case, the applicant is only admitted if they then obtain the degree. The degree, within the meaning of Article 5.1, must be obtained before the start of the academic year for which the student has applied for admission.
- 3 The GSI Admissions Committee cannot grant conditional admission on any grounds other than those set out in paragraph 1 above.
- 4 If the applicant fails to obtain their degree before the start of the academic year in question, the admission decision is nullified.
- 5 If the degree is obtained after the start of the academic year for which the application was submitted, the applicant is not automatically entitled to admission during a subsequent academic year. The applicant may submit a new application, which will be processed in accordance with Article 6 of these rules and regulations.

III. ORGANIZATION AND STRUCTURE OF THE MASTER'S PROGRAM

Article 8 Length of study

- 1 To obtain the MSGH, the student must acquire a total of 120 ECTS credits. A full-time year of study in a graduate program, as defined in Article 63 of the University of Geneva Statutes, generally corresponds to 60 ECTS credits. The minimum length of study for the MSGH is therefore four semesters.
- 2 The maximum length of study is six semesters.
- 3 Students who are working or enrolled in another university degree program may be granted an exception to the length of study by the GSI Director if they submit a request in writing.
- 4 Exceptions to the length of study may be granted by the GSI Director under certain other conditions (such as illness, pregnancy, military service, or significant professional or family responsibilities), if the student submits a request in writing.

When the request is for the maximum length of study to be extended, the extension may not exceed two semesters.

- 5 Such requests must be submitted before the start of the semester in question. The above does not apply in cases of force majeure.

Article 9 Leave

- 1 A student who wishes to take a temporary break from their Master's studies must set out their reasons in a leave request submitted to the GSI Director, who will then inform the University's admissions service of the decision. Such requests must be submitted before the start of the semester in question, except in cases of force majeure. Leave can be granted for a period of one semester or one year and may be renewed.
- 2 However, total leave may not exceed two consecutive semesters barring exceptional circumstances.

Article 10 Structure of the Master's program

- 1 Master's courses are taught through lecture classes, seminars, workshops and independent or supervised coursework.
- 2 Each course is taught over one semester and usually represents at least two hours of classroom time per week.
- 3 All classes under the responsibility of the GSI are taught in English.
- 4 The number of ECTS credits obtained for each course, as well as for the thesis and the internship, is provided in the curriculum adopted by the GSI Assembly upon the recommendation of the College of Professors.

A directive setting out the terms governing internships has been drawn up by the College of Professors and approved by the GSI Assembly.

- 5 First-year MSGH students must select a certain number of core courses from the list in the curriculum. Second-year students normally have to take five or six specialized courses and complete a thesis combined with an internship, based on the courses available in the partner institutions:
 - a) The core courses (selected from the list) are taught in the first two semesters of the Master's program. Students must obtain at least 60 ECTS credits from these courses. Students may also take additional courses, as long as they are included in the curriculum. If they pass these additional courses, the ECTS credits obtained can count towards the credits needed for the specialization semester. These additional courses and the credits obtained are recognized as specialized courses. The option of taking additional courses is not available to students enrolled in a dual degree program.
 - b) Generally speaking, students start taking the specialized courses in the third semester, either at the University of Geneva or at one of the partner institutions. However, depending on the courses available, students may take

the specialization semester either in the fourth semester or over the third and fourth semesters. Students must choose their courses from among the lecture classes and seminars listed in the curriculum of the partner institution at which they are taking their specialization semester. These courses must account for 30 ECTS credits, based on the credit scale in place at the University of Geneva. If a student obtains more than 60 ECTS credits in the first year, as per paragraph (a) above, they may write to the MSGH Supervisor and the MSGH Coordinator to request that the credits be recognized for the specialized courses.

- c) A thesis, combined with an internship, is the final stage of the Master's program and represents 30 ECTS credits. The thesis must be supervised by a teacher at the GSI and/or by a teacher at one of the partner institutions. Students must obtain 90 ECTS credits from courses before they can defend their thesis.

Article 11 Individual curriculum

- 1 The second year of the MSGH is built around the student's objectives, based on their course choices and/or their skills and prior experience. Each student must draw up their second-year curriculum and submit it to the MSGH Supervisor and MSGH Coordinator for approval before the end of the second semester (i.e., before the end of the first year of study). If the student starts the second year with the internship, they must submit proof of the Thesis Supervisor's approval of the thesis topic along with the individual curriculum. If the student intends to do the internship after taking the specialized courses, they must submit proof of the Thesis Supervisor's approval during the specialization semester. The Thesis Supervisor must be a teacher from the MSGH program at either the University of Geneva or the partner institution at which the student is carrying out the specialization semester, as described in Article 3.1 above.
- 2 In exceptional circumstances, the individual curriculum may diverge from the conditions set out in the curriculum, provided that the MSGH Supervisor and MSGH Coordinator, acting on the recommendation of the GSI Academic Advisor on the program committee, have given their approval. Such exceptions must, however, be in keeping with the requirements set out in Article 10 above.

Article 12 Dual degree program

- 1 The GSI offers MSGH students the possibility of obtaining a dual degree in partnership with certain academic institutions. This means that the student has to either study in the MSGH program for two years and then complete one year in a Master's program at a partner institution or study for two years at a partner institution and then complete one year in the MSGH program. At the end of their studies, the student will then obtain two Master's degrees in just three years, as two of the semesters count towards both Master's programs, in accordance with the terms of the relevant partnership agreement.
- 2 The student must apply to the partner institution in order to gain admission to the second degree stipulated in the dual degree program agreement. They must do so in

keeping with the process and deadlines set out in the dual degree study program, i.e., either at the end of the first semester or at the end of the third semester. The student is admitted based on the admission rules of the partner institution in question.

- 3 Each dual degree program is governed by its own program regulations and curriculum.
- 4 Students are enrolled at the institution at which they are studying for the Master's.
- 5 Each Master's program may require a thesis to be written to obtain the dual degree. The thesis is usually co-supervised by a Thesis Supervisor involved in teaching the MSGH at the University of Geneva and a Thesis Supervisor involved in teaching the Master's at the partner institution.
- 6 In all other respects, the terms and conditions governing the dual degree program, and particularly the related tuition fees, are set out in ad hoc agreements and in addenda to these rules and regulations. These addenda form an integral part of these rules and regulations. They were recommended for approval by the GSI College of Professors, approved by the GSI Assembly and then adopted by the Rectorate.

Article 13 Obtaining ECTS credits

- 1 The 120 ECTS credits needed to obtain the Master's are usually acquired on the terms set out in Articles 17, 18 and 19 below, with:
 - a. 60 ECTS credits obtained in the first year for the core courses;
 - b. 30 ECTS credits obtained in one semester or over the third and fourth semesters, for the specialized courses. However, applicants who already have a Master's degree recognized by the University of Geneva and who are not enrolled in a dual degree program under Article 12 above may have up to 30 previously obtained ECTS credits recognized for the specialized semester, provided that the Master's they already hold is in a field relating to the specialization semester or deemed relevant to the field of global health by the MSGH Supervisor and the MSGH Coordinator.
 - c. 30 ECTS credits for the thesis and an internship that is the full-time equivalent of at least three months but no more than six months.
- 2 Semester courses generally account for between three and six ECTS credits each, provided that the assessment, as defined in Article 17, has been successfully completed.
- 3 The 60 ECTS credits for core courses must be acquired in courses listed in the MSGH curriculum.
- 4 Each group of courses is allocated a weighting used to calculate the final grade average:
 - a. Core courses: 2
 - b. Specialized courses: 1
 - c. Thesis and internship: 1

Article 14 Obtaining ECTS credits outside the MSGH program (outside courses)

- 1 Students may obtain no more than six ECTS credits for one or several outside courses, i.e., courses that are not included in the MSGH curriculum and that are not related to a stay at a partner institution.
- 2 Such courses must be of exceptional interest for the student's program and not be part of the University of Geneva's standard course program.
- 3 Students must submit a request in writing setting out their reasons for wishing to take the course(s) to the MSGH Supervisor at least two months before the course in question begins.
- 4 The request must include the name of the teacher, where and in which program the course is given, the number of teaching hours, the dates on which the course starts and ends, the assessment method, and the number of ECTS credits awarded for the course.
- 5 The MSGH Supervisor then has one month to accept or deny the request. If the request is accepted, the MSGH Supervisor will specify the number of ECTS credits that will be awarded to the student for the MSGH program.
- 6 The ECTS credits are awarded when the institution responsible for the course provides proof that the student has passed the course assessment. These ECTS credits count as ECTS credits for the specialized courses.
- 7 If the student fails the course assessment, they cannot retake the assessment and no credits will be awarded.
- 8 A student who has failed to obtain the ECTS credits for an outside course cannot submit a request to take any other outside course.

IV. KNOWLEDGE ASSESSMENT

Article 15 Knowledge assessment at the University of Geneva

- 1 There is an assessment for each course. The assessment may take the form of an oral and/or written exam, an ongoing assessment, an individual essay (along with an oral presentation in some cases), one or several individual or group presentations, or a certificate.
- 2 If the type of assessment is not specified in the curriculum, it is up to the teacher to choose the assessment. The teacher must inform the students of the type of assessment at the start of the course.
- 3 For courses that are assessed through exams, students are awarded either a grade of between zero and six (very good) or a pass or fail ("yes" or "no"). If a grade is awarded, grading is by quarter point, and the grades obtained count towards the student's grade average for the group of courses in question. The final grade average is determined on the basis of the procedure set out in Article 13.4 above. Where a

pass or fail is awarded, a pass allows the student to obtain the ECTS credits for the course, based on the requirements set out in Article 13, but does not count towards the student's grade average for the group of courses in question.

- 4 The above does not apply to assessments conducted in partner institutions. Where necessary, the requirements for such assessments are detailed in an addendum to these rules and regulations.

Article 16 Signing up for exams at the University of Geneva

- 1 For courses that are assessed through an exam, the assessment takes place during the exam session immediately following the course. The GSI Secretariat announces the exam times at least two weeks before the start of the exam session.
- 2 All students must have sat all exams for core courses by the end of their first two semesters at GSI.
- 3 Students must sign up for the courses at the start of the semester, in accordance with the deadlines and procedures set by GSI Management. Deadlines must be respected.
- 4 Unless an exception is granted by the GSI, students may re-sit an exam only during the exam session that brings the spring semester to an end (i.e., in the extra exam session in August/September). If a student re-sits an exam, the grade obtained during the extra exam session replaces the grade obtained during the ordinary exam session.
- 5 By signing up for a course, the student automatically signs up to sit the exam during the ordinary exam session immediately following the end of the course.
- 6 As a general rule, a thesis defense period is organized after the spring semester exam session in June of each year. For students who are unable to defend their thesis during that period, other thesis defense periods may be organized at a time that suits the members of the panel and the student.
- 7 The above does not apply to exams sat at partner institutions. Where necessary, the requirements for sitting such exams are detailed in an addendum to these rules and regulations.

Article 17 Conditions for passing assessments at the University of Geneva

- 1 Students must obtain an average of at least 4.00 out of 6.00 for each of the following groups of courses:
 - a. The group of core courses for each semester of the first year.
 - b. The group of selected specialized courses taken in the second year and representing 30 ECTS credits.

Students must also obtain an average of at least 4.00 out of 6.00 for the thesis.

- 2 If the required average grade is obtained, all ECTS credits are awarded for the group of courses in question. This applies to each group of courses mentioned in paragraph 1 above.
- 3 The average is not weighted within the abovementioned groups of courses.
- 4 No more than two attempts are allowed for each assessment. A second fail may lead to expulsion, except where the average grade for the group of courses in question is high enough for the ECTS credits for the course to be awarded.
- 5 In cases of cheating or plagiarism, the student is awarded a grade of 0 for the assessment.
- 6 Partner institutions have their own exam requirements. Where necessary, the requirements for passing exams are detailed in an addendum to these rules and regulations.

Article 18 Assessment of theses carried out at the University of Geneva

- 1 The thesis comprises a written essay and a defense. Both of these components are compulsory.
- 2 A single grade is awarded for the written essay and the defense, with the written essay accounting for two-thirds of the grade and the oral presentation and subsequent discussion for one-third. The thesis is supervised by an MSGH teacher (see Article 11.1 above). The MSGH Supervisor arranges the defense and invites a panel of examiners to assess the thesis and the defense. The panel is made up of three or four examiners who are professors, research and teaching staff or their substitutes at the University of Geneva; they must all be involved in teaching the MSGH. The Thesis Supervisor cannot be part of the panel. Students must obtain a grade of 4.00 or above for their thesis (written essay and defense).
- 3 If a grade lower than 4.00 is obtained, the panel decides what form the second attempt should take. It can be either a new version of the written essay, followed by a second defense, or simply a second defense. If the student fails the second attempt, they are expelled from the program.
- 4 The above does not apply to theses carried out at partner institutions. Where necessary, such thesis requirements are detailed in an addendum to these rules and regulations.

Article 19 Internship terms and accreditation

- 1 The MSGH Coordinator must approve the choice of institution/company in which the internship will take place. If the choice is not approved, the student may appeal to the MSGH Supervisor, who takes the final decision.
- 2 The internship must last no less than three months and no more than six months. It can be carried out in several institutions, but the minimum time that can be spent in each institution is one month. If the circumstances require the student to commit to

an internship of more than six months, the student must submit a written leave request to the GSI Director.

- 3 A three-way contract is signed with the GSI, represented by the GSI Director, the institution or company in which the internship will take place, represented by the Internship Supervisor, and the student intern. The contract sets out the length of the internship, the conditions in which it will be carried out, and the tasks assigned to the student intern, together with the criteria and process for assessing the internship.
- 4 The intern must keep an internship journal, tracking how their professional experience and their thesis develop. The journal must be approved by the Internship Supervisor and the MSGH Supervisor.
- 5 The MSGH Supervisor and Coordinator and the Internship Supervisor then jointly approve the internship as a whole. No grade is awarded.
- 6 If the internship is not approved, the student must do another internship of no less than two months and no more than four months. The new internship will be assessed on the terms set out in this Article. If the second internship is not approved, the student is expelled from the program.

Article 20 Absence

- 1 A student's unexplained absence from an assessment is recorded as such in the grade transcript. It represents a fail of the assessment and a grade of 0.00 when calculating the grade average for the group of courses in question.
- 2 If a student does not attend an assessment because of a force majeure, the student must inform the GSI Director immediately in writing and provide proof of the force majeure. If the grounds for the absence are accepted, the absence is recorded as justified, and the GSI Director determines the terms under which the study program can be continued.
- 3 If a student is ill or involved in an accident, they must provide a medical certificate within no more than three days of the date of the illness or accident, except in the case of a force majeure. The student cannot sit assessments during the period covered by the medical certificate.

Article 21 Cheating and plagiarism

- 1 A student caught cheating or committing plagiarism, or attempting to cheat or commit plagiarism, fails that particular assessment.
- 2 Furthermore, the GSI College of Professors may cancel all exams sat by the student during that exam session; if that happens, the student fails that session.
- 3 The GSI College of Professors may also decide the student has failed the assessment definitively.
- 4 GSI Management will call on the University of Geneva's Disciplinary Board:
 - a. if it deems that a disciplinary procedure is necessary;

- b. if the student has failed the assessment definitively, leading to the student being expelled from the program.
- 5 The Director, on behalf of the College of Professors, respectively GSI management, must have allowed the student to plead their case beforehand, and the student is entitled to view their file.

V. OBTAINING THE MASTER'S OR EXPULSION

Article 22 Obtaining the MSGH

The Master's of Science in Global Health is awarded to any student who passes the assessments for the courses and for the thesis and has their internship approved, in accordance with the requirements of Articles 17 to 19. Where appropriate, the requirements set out in the addendum covering the institution in which the student took their specialization semester or thesis will be taken into account. The student must have obtained 120 ECTS credits, in keeping with the individual curriculum, the terms and conditions set out in Article 11 and the deadlines specified in Article 8.

Article 23 Expulsion

- 1 A student is expelled from GSI if:
 - a) after two semesters of study, they have not obtained a grade average of at least 4.00 for the core courses, as set out in Articles 10 and 17 above, and have no more attempts left;
 - b) they have not obtained a grade average of at least 4.00 for the specialized courses, as set out in Articles 10 and 17 above, and have no more attempts left;
 - c) they have not obtained a grade of at least 4.00 for the thesis (written essay and defense), in keeping with Article 18, the internship was not approved pursuant to Article 19, and they have no more attempts left; or
 - d) they have not obtained the 120 ECTS credits needed for the Master's within the deadlines set out in Article 8.
- 2 Cases of cheating, plagiarism and attempted cheating and plagiarism also apply.
- 3 The decision to expel a student is taken by the GSI Director.

VI. FINAL PROVISIONS

Article 24 Implementing the program rules and regulations

The GSI Director, assisted by the MSGH Supervisor, the MSGH Coordinator and the Academic Advisor, is responsible for implementing these program rules and regulations.

Article 25 Appeals procedures

- 1 A student may lodge an appeal with the relevant body against any decision taken under these rules and regulations, within 30 days following notification of the decision.
- 2 The University of Geneva's regulations on appeals procedures of 16 March 2009 apply.
- 3 The decision may then be appealed before the Administrative Chamber of the Court of Justice, within 30 days following notification of the decision.

Article 26 Entry into force, scope and transitional provisions

- 1 These program rules and regulations took effect on 18 September 2017.
- 2 They apply to all students beginning their studies on or after that date.
- 3 They replace the program rules and regulations of 31 March 2015, subject to paragraph 4 below.
- 4 Students already studying for the MSGH when these program rules and regulations took effect remain subject to the program rules and regulations of 31 March 2015 (and the curriculum governing their program).

Unanimously recommended for approval by the College of Professors of the Global Studies Institute at its meeting on 21 September 2017.

Approved by 16 votes of the Assembly of the Global Studies Institute at its meeting on 28 September 2017.

Adopted by the Rectorate at its meeting on 4 December 2017.