

## University of Geneva (UNIGE)

### *Procedure regarding the accreditation of a new joint programme at UNIGE: internal regulations or instructions*

1. *Regarding the curriculum (guidelines are in French):* Guide for the creation of UNIGE programs (in french: [Guide pour la création de programmes UNIGE \(genial.ly\)](https://www.unige.ch/exchange/en/outgoing/study-abroad/policy-regarding-risk-areas/))
2. *Regarding mobility tracks:* Policy governing stays abroad (<https://www.unige.ch/exchange/en/outgoing/study-abroad/policy-regarding-risk-areas/>)
3. *Regarding student's pathway or enrolment :* UNIGE registration information (<https://www.unige.ch/immatriculations/en>)

### *Any specific requirements or challenges*

There are three distinct collaborative academic structures involving partnerships with other institutions: collaboration, double degree, and joint degree programmes.

1. **Collaboration:** In this model, another institution offers its courses to students enrolled in a UNIGE programme. Students are required to take courses at either UNIGE or the partner institution, as determined by the study regulations of their programme. UNIGE maintains its own curriculum and study regulations, and upon completion, students receive a single UNIGE diploma that does not acknowledge the partner institution. This type of collaboration is typically noted in the first article of the study regulations.
2. **Double Degree:** Both UNIGE and the partner institution establish their own curricula and study regulations. However, there is a planned study track and a formal agreement that binds the two institutions for the double degree. Students who pursue this path ultimately receive two diplomas, one from each institution, with each diploma uniquely signed and mentioning the partnership (e.g., "UNIGE issues this degree in partnership with..."). The double degree is particularly justified when the student workload is increased compared to a regular programme, such as requiring an additional year of study. The aim is to ensure that no degree is issued "on the cheap" in this context.
3. **Joint Degree:** In this arrangement, both institutions collaboratively establish a single joint study plan and a single set of study regulations. Students receive one diploma that includes the names of both institutions, along with their respective signatures. The complexity of this setup is due to the need to develop study regulations that comply with the respective legislations of the two countries involved. The printing of the diploma itself can be a challenge (use of third institution's logos, diploma's design. The tuition fees as well can represent a complicated issue (especially if fees of the involved institution are quite different) : where should students register, how to retrieve the imbalance, etc.

For both collaboration and double degree programmes, it seems that a minimum number of ECTS to be completed at UNIGE should be established since a UNIGE degree is awarded. The "[directive sur les équivalences](#)" (directives on equivalences), which requires that at least two-thirds of master's studies be completed at UNIGE to qualify for a UNIGE degree, could serve as a guideline. In the case of a joint degree, since the study plan and regulations are jointly

developed, specifying a minimum or maximum number of credits to be completed at either institution seems less necessary, as the program is designed as a coherent whole recognized by both parties.

There is no specific information regarding the timeline required for joint degree programmes. However, based on the information available for the creation of a new program at our university (<https://memento.unige.ch/doc/0326>), it is recommended that a minimum of two years should be considered for the process to be completed successfully. Below are the steps involved in creating a new program, along with their estimated durations:

- Step 1 - Analyse the needs: This step takes approximately 6 months.
- Step 2 - Set up the programme's management: This step takes about 5 months.
- Step 3 - Get the necessary approvals: This step involves getting the programme documents approved by the relevant faculty/institute/centre authorities, and takes about one month.
- Step 4 - Send documents to the Legal Affairs Service and to the Center for Teaching and Learning (support for assessment of compliance with institutional standards and national directives): The final version of the study regulations project and other required documents need to be sent to the Legal Affairs Service and the Center for Teaching and Learning, and this step takes around 2 months.
- Step 5 - Continuation: This step involves opening registrations and preparing teachings, and takes approximately 9 months.