

Code of Conduct Foreign Language Education

Introduction

Internationalisation is one of the strategic themes of the Institute Plan 2018-2021 of HZ University of Applied Sciences (hereinafter: HZ UAS). The Institute plan forms the basis for choices made by HZ UAS in the area of, among others, future-proof education, world citizenship and internationalisation. A second relevant source is the document HZ University of Applied Science –

Internationalisation Strategy, enacted by the Executive Board in June 2016.

Choices regarding language policy arise from the documents, specifically concerning the choice to offer (parts of) the programme in a different language. One of the outcomes of that is that for several programmes at HZ UAS, English is the working language.

This Code of Conduct is a Code of Conduct as within the meaning of article 7.2 of the Wet hoger onderwijs en wetenschappelijk onderzoek (WHW, Dutch Higher Education and Scientific Research Act) and was enacted by the Executive Board on 9 July 2019.

Article 7.2 WHW – Language

The education is provided, and the exams are completed in Dutch.

In deviation from the first sentence, a different language may be used:

- a. if the programme pertains to that language,
- b. if it concerns education within the framework of a guest lecture by a lecturer who speaks a different language, or
- c. if the specific nature, layout, or quality of the education or the origin of the students requires it, in accordance with a Code of Conduct enacted by the Institutional Board.

The Executive Board of HZ UAS has determined the following Code of Conduct:

Article 1. Scope

1. This Code of Conduct prescribes the language in which the education is offered, and the language used in evaluations and examinations, hereinafter referred to as: the working language, for programmes of HZ UAS.
2. This Code of Conduct applies to all initial programmes that are offered by HZ UAS and are recorded in the Central Register for Higher Education Programmes (Centraal Register Opleidingen Hoger Onderwijs, CROHO).

Article 2. The Associate Degree and the Bachelor Programme

1. In the Associate Degree and the Bachelor programme, the default working language is Dutch.

2. Components of the curriculum, including the exams, may be offered in English if:
 - a. foreign lecturers provide that component,
 - b. the purpose of the component is to teach or evaluate intercultural and/or international skills within the setting of an *international classroom* (for example by way of incoming exchange students),
 - c. it is deemed necessary for this component that students achieve a certain level of English speaking and/or writing proficiency.
3. If functional, English may also be the default working language of the Associate Degree or Bachelor programme. English as the working language is considered to be functional if, in terms of preparation for the working field or professional career, the programme is deemed to have an international orientation or if the specific nature, layout, or quality of the education or the origin of the students necessitates it.

Article 4. The Professional Master Programme

1. If functional, the default working language in the master programme is English. English as the working language is considered to be functional if, in terms of preparation for the working field or professional career, the programme is deemed to have an international orientation or if the specific nature, layout, or quality of the education or the origin of the students necessitates it.
2. If Dutch is the working language, components of the curriculum, including examinations, may be offered in English if:
 - a. foreign lecturers are providing that component,
 - b. the purpose of the component is to teach or evaluate intercultural and international skills within the setting of an *international classroom* (for example by way of incoming exchange students),
 - c. it is deemed necessary for this component that students achieve a certain level of English speaking and writing proficiency.

Article 5. Determining the Working Language

The working language for the programmes is recorded in:

- a. the programme offers on the HZ UAS website,
- b. the programme information on Studielink,
- c. the Implementation Regulation for the relevant programme.

Article 6. Language Level

Within their domain, the director is responsible for ensuring the adequate language proficiency level of employees tasked with providing a bachelor or master programme, or with other duties relevant to the education.

Article 7. Evaluation

At the end of the accreditation period, the decision to offer education in a foreign language is evaluated; the advice of the relevant Programme Committee is requested.

Article 8. Validity

The present Code of Conduct was enacted by the Executive Board on 9 July 2019 and enters into force at the commencement of the academic year following the date this code is enacted.