

Degree regulations of the Police University College

Valid from 2025



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On 16 April 2025, the Government of Finland approved the following degree regulations (POL-2025-36488) for the Police University College on the basis of sections 7 and 15 of the Act on the Police University College (1164/2013) and section 13 of the Government Decree on the Police University College (282/2014).

1 § Curricula of degrees

The curricula of the Police University College are based on competence. The curricula contain study units and they may also include sub-study units. The provisions of these degree regulations concerning study units also apply, as applicable, to sub-study units.

In accordance with the main rule, teaching in the current academic year is organized only in accordance with the most recent valid curriculum.

2 § Academic terms

The autumn term begins on August 1 and ends on December 31. The spring term begins on January 1 and ends on July 31.

Teaching is organized in degree programs during the academic year in four periods, which are decided upon separately for each academic year.

The progress of the degree of Bachelor of Rescue Services is carried out in academic years and periods.

3 § Notification of acceptance of place of study

A person accepted as a student must inform the educational establishment of their acceptance of the place of study within the time limit specified in the relevant notification, in other words within 14 days.

4 § Period of right to study

The period of right to study begins at the beginning of the term or period from which the student has accepted the place of study and has registered as a student.

A student taking a Swedish-language degree at a university of applied sciences has the right to continue their studies in connection with that Swedish-language degree which is arranged next after the student's absence.

If the studies are delayed, a person admitted to Swedish-language studies may, for a justified reason, transfer to take a corresponding Finnish-language degree if the student agrees to the transfer and if the student is considered to have the prerequisites for completing a Finnish-language degree.

The right to study must be valid on the date of graduation.

5 § Registration for attendance and non-attendance

Students of the degree of Bachelor of Police Services begin their studies at four points in time in a year when each period begins. Students for the degree of Master of Police Services begin their studies once a year at a time announced by the Police University College. In order to ensure the equal treatment of students at the Police University College, the organization of teaching and the progress of Bachelors' and Masters' degrees are also described in terms of study years. A study year is a cycle of four periods that begins for each student at the beginning of the studies.

Students of the degree of Bachelor of Rescue Services usually start their studies in the autumn, with the exception of blended studies, which begin at a separately announced point in time.

The student must register as attending or non-attending for each academic year. In the first academic year, the student must register for the remaining part of the academic year. A student continuing their studies must register as attending or non-attending every year. During practical training, the student must be attending, and practical training cannot be interrupted by registering as non-attending.

A student who has accepted a place of study must register as attending for the first study year, unless the student has a statutory reason for absence.

In the first study year, the reason for absence must be verified during the registration period.

Students of the degree of Bachelor of Rescue Services must register for teaching in the manner and at the time separately announced by the Emergency Services Academy Finland.

Only a student who has registered as attending can complete studies and receive entries of study attainments in the study attainment register. A student must re-register as an attending student before the end of the student's period of absence. Re-registration must be made in writing to the Student Services.

The Police University College may, for a justified reason, approve an amendment concerning the registration of attendance or non-attendance. The amendment can be granted at the earliest from the beginning of the next period and for at least two periods at a time.

Failure to register will result in the loss of the right to study.

6 § Right to study in conversion training for Bachelors of Police Services

The conversion training for Bachelors of Police Services is intended for students who have been selected to complete a degree of Master of Police Services and who do not have an applicable Bachelor's degree or other applicable higher education degree.

The conversion training for Bachelors of Police Services is also intended for police officers who have received police training and work as teacher at the Police University College and do not have a previous higher education degree, as referred to in section 41 of the Act on the Police University College (1164/2013). An application for the conversion training can be made, with the approval of their supervisor, by those teachers who have been in their permanent employment for at least six months.

The teaching of students selected for the conversion training for Bachelors of Police Services preceding the degree of Master of Police Services is arranged so that the degree can be completed in one year. The degree of Bachelor of Police Services must be completed before starting the studies for the degree of Master of Police Services.

Teaching for those who participate in the conversion training for Bachelors of Police Services and who work as teacher at the Police University College is arranged so that it is possible to complete the studies within two years of the start of the studies in accordance with the personal study plan. The right to study is valid for the duration of the work as teacher and within the above time limits also when the person transfers to another police unit or employer during the studies, if the new unit or employer approves the continuation of the studies as personnel training.

7 § Registration for study units and elective studies

Degree students must register for the study units at the times separately announced by the educational institution.

If a registered student does not actually participate in the studies, the student must cancel their participation by informing the teacher in charge of the study unit in writing.

Students of the degree of Bachelor of Rescue Services register for the study units in the manner and at the time separately announced by the Emergency Services Academy Finland.

8 § Participation in teaching and completion of study unit

The student's right and obligation to participate in teaching is defined specifically for each study unit in the lesson implementation plan and, in the case of the degree of Bachelor of Rescue Services, also in the curriculum. The Police University College has the right to limit the number of students participating in a study unit.

The methods of completing the studies are determined in the study unit descriptions of the curriculum. Participation in certain study units requires the completion of earlier studies. The required earlier studies are indicated in the curriculum.

9 § Discretionary extension

If a student does not complete their degree within the prescribed period of time, the student loses their right to study.

The student can apply for an extension to complete the studies. If the period of the right to study has already ended, the student must apply for both the restoration of the right to study and the discretionary extension of the right to study. Upon application, the Police University College may grant the student additional time to complete their studies if the student presents a goal-oriented and feasible plan for completing their studies. Moreover, the student's study prerequisites can be reassessed to ensure that they are still valid.

The student must itemize in their plan the studies to be completed and the schedule for completing the degree. The application must also include an explanation of the reasons for the prolongation of the studies. The student may be asked to provide additional information to support the decision on a discretionary extension. The student may not register as absent within the extension granted.

The student will not be nominated for practical training if the student's original period of right to study is not sufficient to complete the practical training and the studies after it.

10 § Resignation of student from training

A resigning student is given a certificate of resignation and a transcript of records. It is the student's responsibility to make sure before submitting the notice of resignation that the completed studies have been recorded in the study administration system. Before resigning, the student must return the property belonging to the educational institution. A resigned student can only regain the right to study through the normal application and selection procedure.

11 § Evaluation of competence and storage of evaluation data

The evaluation of the students' competence and learning is based on the competence objectives specified in the curriculum and on the evaluation criteria of the implementation plans.

The required level of competence is defined in connection with each study unit.

As a rule, an evaluation scale of 0 to 5 is used in the evaluation of studies. In numerical evaluation, grade 0 means fail. For a justified reason, the grades pass/fail can be used as an evaluation scale.

Evaluation criteria are defined for grades 1, 3 and 5 or for grades pass and fail.

The teacher records the grades given by the teacher in the study attainment register no later than three weeks after the last partial study attainment or full study attainment included in the study unit. The holiday periods of the Police University College affect the evaluation period so that the summer break and the Christmas break are not included in the above-mentioned three-week time limit, but they are extended accordingly. In the case of retaking a study unit and raising the grade of a study unit, the new grade and completion date are always updated in the study attainment register. If a grade is raised, the better grade remains valid.

Study attainments must be recorded for the term in which the teaching of the study unit ended. The evaluated study attainments are stored for six months.

The results of study attainments (evaluations) are stored in electronic format in the data system of the educational institution, from which data is regularly transferred to the national VIRTAs student data repository, where the data is stored permanently.

The degree certificates are stored permanently.

12 § Renewing of study attainment or partial study attainment

The study units may include one or more evaluated study attainments in the manner defined in the curriculum.

If necessary, two retakes of an exam included in the study unit or, if no written exam is used in the study unit, two retakes of other evaluated study attainment will be arranged. The student has the right to retake a failed study attainment twice and to raise a passed grade once on the general exam day or in another procedure arranged for retake.

In the degree of Bachelor of Police Services, at the beginning of the study unit the teacher announces the retake exam dates and the practices for retaking and raising the grades of other evaluated study attainments. In the degree of Bachelor of Rescue Services, the retake exams are arranged in accordance with the decision of the Director of Education of the Emergency Services Academy Finland. Retake exams and raising of grade must be completed within a maximum of six months of the end of the study unit. Practical training included in degree program is not included in the six-month time limit.

In the degree of Master of Police Services, the retake and grade raising practices of retake exams and other evaluated study attainments are agreed upon case-specifically by the decision of the teacher in charge.

Failure to appear at an exam is considered as one time of taking the exam.

The retake exams and replacement study attainments are evaluated using the same evaluation criteria as for the original exam or study attainment.

If the student fails to pass a study unit in the manner described above, the student must re-participate in the teaching of the study unit in a manner separately agreed upon with the teacher in charge of the study unit if the remaining period of right to study allows it. After this, there is a normal number of attempts to complete evaluated study attainments.

Retaking a failed practical training included in the degree of Bachelor or Master of Police Services is only possible for particularly compelling reasons. The decision to retake the practical training is made by the Director of Education and Research. The decision to retake the practical training included in the degree of Bachelor of Rescue Services is made by the Emergency Services Academy Finland.

The practical training period may be extended due to illness or injury or some other particularly weighty reason in the manner and to the extent indicated by the educational institution. The decision to continue the practical training is made by the teacher in charge of the study unit.

The grade of a Bachelor's or Master's thesis cannot be raised.

13 § Deceit by student

If a student is suspected of plagiarism or other deceit while taking a study attainment, a separate procedural guideline is followed. The student's study attainment will be rejected as a result of deceit, in addition to which the student may be issued written warning or the student may be expelled for a fixed period of a maximum of one year.

Plagiarism detection or other software can be used in learning assignments to verify deceit.

14 § Thesis and maturity test

The process for the Bachelor's or Master's thesis is described in a separate procedural guideline.

The thesis is written in the degree language, but it can also be written in another degree language. The thesis can also be written in English, provided that the student agrees on this with the supervisor.

For the degree, the student must write a maturity test related to their thesis, demonstrating familiarity with the field and proficiency in Finnish or Swedish. The maturity test is written in the language in which the student had their school education. If the student's language of school education is other than Finnish or Swedish, the maturity test is written in the degree language.

15 § Publicity of thesis

As a rule, the Bachelor's or Master's thesis is public. If the thesis contains confidential information, the confidential information must be indicated and processed in accordance with the regulations on secrecy. The decision on the secrecy of the thesis and its secrecy entries is made by the supervisor who is a member of the staff of the Police University College. In the case of the degree of Bachelor of Rescue Services, the decision on secrecy is made by the Head of Education in the area of responsibility on the proposal of the supervisor.

16 § Evaluation of thesis

The Bachelor's and Master's theses are evaluated on a scale of 0 to 5. The maturity test is evaluated on a scale pass or fail. The evaluation of theses follows a procedural guideline that defines the criteria for grades 1, 3 and 5 as well as for failed grade.

The evaluation of the theses for the degree of Bachelor of Rescue Services follows the procedural guideline of the Emergency Services Academy Finland.

17 § Recognition of studies and competence

Recognition refers to the process by which studies completed elsewhere or competence acquired through work experience or otherwise are accepted as part of the degree or study unit to be completed.

The forms of recognition include substitution, inclusion and the identification and recognition of previously acquired competence. The process of recognition is defined in a separate guideline.

The studies can be recognized either in full or in part. If a student is granted recognition for studies, the student does not have to participate in teaching to the extent of the studies that have been recognized. In partial recognition, the student must supplement the studies in the manner indicated by the teacher in charge.

Studies that are no more than ten years old can be recognized. However, the ten-year time limit does not apply to the recognition of studies in the second national language or foreign languages.

Recognition is not made on the basis of previous recognition.

The Bachelor's or Master's thesis and the practical training included in the degree of Bachelor of Police Services cannot be recognized. However, practical training can be recognized if the student has previously completed the Diploma in Police Studies. In the degree of Bachelor of Rescue Services, the student receives partial recognition for practical training on the basis of a firefighter degree and sub-officer degree.

If a person who has participated in the application and selection procedure for the degree of Bachelor of Police Services and thereby received the right to study has previously completed the Diploma in Police Studies, the recognition is made so that the student will have to complete the studies in accordance with the conversion training for Bachelor of Police Services.

18 § Recognition of studies in the second national language

A student can make an application for the substitution of a language test and a study unit in the second national language with the state administration language proficiency test (at least satisfactory oral, written and comprehension skills), a national certificate of language proficiency (at least proficiency level assessment 3 in intermediate level test) or language studies completed in connection with previous studies in the manner specified in the Government Decree (481/2003) on the demonstration of knowledge in the Finnish and Swedish languages in state administration. With regard to the second national language, field-specific language proficiency is verified in a manner approved by the Police University College.

Substitution for studies in the second national language is applied for with a separate application.

19 § Recognition of studies in foreign language

A student can apply for the recognition of foreign language study units on the basis of previous study attainments. Recognition of language studies follows the same principles as other studies, with the exception of a ten-year time limit for completing previous language studies.

If the student has completed language studies in a corresponding professional field at another higher education institution, the studies are recognized as such.

If the student has completed language studies of the same scope and same level in a different professional field at another higher education institution or attained at least level four (4) of the national certificate of language proficiency, the student must demonstrate field-specific language proficiency in a manner approved by the Police University College.

20 § Study counselling

A student has the right to study counselling throughout their studies. It is the student's duty to participate in study counselling and to take responsibility for the progress of their studies. The implementation of study counselling is described in a separate procedural guideline.

Study counselling for students of the degree of Bachelor of Rescue Services is carried out at the Emergency Services Academy Finland.

21 § Student feedback

The Police University College collects student feedback on all study units every academic year. The teacher responds to the feedback received by giving the student groups response feedback.

The Emergency Services Academy Finland is responsible for the feedback system for the degree of Bachelor of Rescue Services and for processing the feedback.

22 § Certificates issued to student

If necessary, a student is given a certificate issued by the Police University College to prove the right to study or to prove attendance.

The Police University College issues a degree certificate to the student on the basis of a written application. The degree certificate is issued in the language of the degree. The appendix to the degree certificate is issued in the language of the degree and in English.

In addition to the degree certificate and its appendix, the student receives a Diploma Supplement for international use.

A student can apply for a certificate when all the study attainments required for the degree have been recorded in the system. The certificate application must be submitted at least three weeks before the desired graduation date.

The graduation date is the last weekday of each month except in July, when students cannot graduate. If the certificate application is not submitted by the deadline, graduation will automatically shift to the next possible graduation date. A separate schedule is followed in the degree of the Master of Police Services.