

MASTER'S DEGREE

ACADEMIC REGULATIONS Applicable as from academic year 2018-2019

FIELD: STS (Advanced technical course)

DEGREE: MASTER'S DEGREE **LEVEL:** M1 and M2

Specialisation: Industrial Engineering

Programme of study: Sustainable Industrial Engineering; Operations Management; Product Development; Industrial Innovation

Training system / Modes:

System: Initial training off-the-job training

Modes: presence-based; distance training; agreement
 sandwich course; professional training or apprenticeship

DATE OF THE ACCREDITATION ORDER BY THE MINISTRY: 05 JULY 2016

MASTER'S PROGRAMME DIRECTOR : KHALED HADJ-HAMOU
HEAD OF THE YEAR :
MANAGER : ANNABEL JOURDAN

I - General provisions

Article 1: Aims and skills acquired during the training

The aim of this Master's programme is to train students in industrial engineering and therefore provide them with job prospects in all industrial engineering sectors, ranging from product design to organisation and management of production systems. Students are trained in advanced innovation and industrial performance improvement technology with regard to the product and its industrial organisation. By nature, industrial engineering is intended for all types of industrial or services sectors.

Article 2: Conditions of enrolment

Enrolment in M1

Enrolment in M1 is by right for students who hold: A three-year university degree in Industrial Engineering

Other cases:

- upon assessment from the teaching committee for students with non-LMD (Bachelor's degree-Master's degree-Doctorate system) training (Engineer, etc.).
- by validation of studies after examination of the file by a validation teaching committee

Enrolment in M2

For the specialisation, students who hold an M1 in Industrial Engineering are enrolled by right in the various M2 programmes of study.

Upon individual decision, after examination of the file by an admissions teaching committee

Other cases:

- upon assessment from the teaching committee for students with non-LMD (Bachelor's degree-Master's degree-Doctorate system) training (Engineer, etc.).
- upon validation of studies, after examination of the file by a validating teaching committee

II - Organisation of studies

Article 3: General organisation of studies

The training course is organised into: 4 semesters (2 semesters per year, 30 credits per semester)
 - divided into 45 compulsory course units (U.E. - *Unités d'Enseignements*) or elective course units (mandatory or optional)

Number of hours of training per year: M1: 600 M2: 240

Article 4: Composition of the courses

Refer to the Knowledge Assessment Procedures table of the relevant course.

Comments on certain items of the Knowledge Assessment Procedures Table:

Foreign languages: in keeping with the regulations, the teaching staff shall ensure that there is at least one foreign language course unit in the course schedule, in M1 or in M2. (refer to Article 16 of the French training course framework dated 22 January 2014).

Language taught: English and French

Number of hours: **M1:** Lectures: Seminars: 21 **M2:** Lectures: 24 Seminars: 24+21+21

mandatory: S1 (0 hrs) S2 (0 hrs) S3 (48 hrs) S4 (0 hrs)

optional: S1 (21 hrs) S2 (0 hrs) S3 (42 hrs) S4 (0 hrs)

Internship:

mandatory (required for obtaining the degree)

optional with ECTS credits (necessary for obtaining the degree when selected)

optional with no ECTS credits (not taken into account for obtaining the degree when selected)

Duration: 5 months

The internship in the same host structure shall not exceed 924 hours (equiv. to 6 months full-time) per university year outside of class hours.

Period: February - June

Conditions:

An agreement must be signed for any internship. Depending on the duration, the place of the internship and the nature of the institution, the intern may receive payment in accordance with legal and regulatory provisions in force. Non-credited internships may, subject to conditions, be considered within the framework of the training, in addition to the internships planned in the programme, provided that they do not take place during teaching hours and that they are covered by a report submitted by the student and subject to an assessment.

Under no circumstances must an internship be continued after 30 September of the academic year in progress.

Instructions/advice for drafting the report:

1. Possibility of writing the report in English
2. Report of 40 to 50 pages or newspaper article format.

Dissertation / Internship report / Tutored projects:

- **Dissertation** : Deadline date for submission: at least 7 days before the *viva voce* for which the date will be set by the dissertation supervisor.
- **Internship report** :
- **Tutored projects** :

III - Skills and knowledge assessment

Article 5: Test methods

5.1 - Test procedures

Refer to the enclosed Knowledge Assessment Procedures table.

5.2 - Course attendance

| | |
|--------------------------------------|---|
| During lectures: During seminars: | Students must attend all lectures, seminars and practicals. |
| Attendance exemption: | No attendance exemption is authorised. |

Article 6: Validation, pass by compensation and accumulation

6.1 - General rules for validating course units, a semester, a year

| | |
|---|--|
| Year | It is recommended to stipulate that M1 and M2 semesters cannot be compensated. |
| Semester | Semesters cannot be passed by compensation. A semester may be passed by validating each course unit making up the semester (grade $\geq 10/20$). |
| Waiving the pass by compensation rule | |
| Threshold grade | |
| Course units which cannot be passed by compensation | No course units can be passed by compensation. |
| Extra credits | No extra credits |

6.2 - Accumulation:

A course unit that has been validated cannot be taken again.
As a result, the course units and the corresponding ECTS credits are validated and accumulated insofar as the student has obtained the passing grade.
The course components that have received ECTS credits can be accumulated.

The subjects that have no credits cannot be accumulated.

IV - Examinations

Article 7: Examination conditions

7.1 - Schedule of examination sessions

A resit session is organised for the Master's programme.

Examination periods:

| | | | |
|-----------------------|---------|----------------|-----------|
| Semester 1 session 1: | January | resit session: | September |
| Semester 2 session 1: | June | resit session: | September |
| Semester 3 session 1: | January | resit session: | September |

7.2 - Management of absences

| | |
|--|---|
| Absences during continuous assessments | <p>Students who are absent with a valid reason are given zero for the continuous assessment, unless they can be proposed a resit examination during the same session.</p> <p>Students who are absent without a valid reason are considered as defaulting the continuous assessment in question.</p> |
| Absence during the final examinations | <p>If a student is absent, the examinations cannot be resit during the same session.</p> <p>Students who are absent with a valid reason during the 1st session or during the resit session receive a zero grade at the final examination in question.</p> <p>Students who are absent without a valid reason are considered as defaulting for the final examination in question.</p> <p><u>Entering of the grades:</u> For any absence, a substitution grade (absence with valid reason or absence without valid reason) shall be entered, to the exclusion of any other (no DEF).</p> |

Article 8: Organisation of the resit session

| | |
|--|---|
| Interval between 2 sessions | The resit session is organised at least fifteen days after publication of the results of the initial session. |
| Transfer of the session-1 grade to the resit session | <p>In the event of failure of a semester:</p> <p>Validated course units: A course unit for which the grade is more than or equal to 10 is permanently validated. No subjects or components of this course unit can be taken again.</p> <p>Non-validated course units:</p> <ul style="list-style-type: none"> - Course units for which the grade is less than 10/20 must be taken again. <p>The procedures for management of the resit session are laid out in each specific regulation.</p> <p>If the course unit is composed of course components or subjects:</p> <ul style="list-style-type: none"> - the grades of the course components, if they have been validated, are automatically retained for the resit session, - the grades of the subjects may be retained, based upon the assessment of the Programme Director. <p>The resit session grade replaces the session-1 grade and is increased to 10.</p> |

Article 9: Review committee

The decisions of the review committee, with regard to the grades and the final result, are final and irrevocable. The committee has sole authority and may or may not, via a special decision, allocate “jury points” to allow the student to pass.

Any student who notes an error in his or her results must promptly report it.

Deadline dates for holding of review committee meetings:

- **M1: July for session 1 and September for session 2.**
- **M2: July for session 1 and September for session 2.**

Meeting periods of the review committee:

| | | | |
|-----------------------|-------|----------------|------------------|
| Semester 1 session 1: | March | resit session: | September |
| Semester 2 session 1: | July | resit session: | September |
| Semester 3 session 1: | March | resit session: | September |
| Semester 4 session 1: | July | resit session: | no resit session |

Meeting times of the degree-awarding committee:

| | | | |
|---------------|------|----------------|-----------|
| M1 session 1: | July | resit session: | September |
| M2 session 1: | July | resit session: | September |

*except in special cases, subject to a request for exemption transmitted to the Vice-President of the Education, Student Life and Activities Board

Article 10: Posting of results:

The results are posted at the location of training and/or on the student's digital work environment (ENT).

V - Results

Article 11: Repeating a year

Repeating a year

In M1, students may repeat the year provided that they comply with the university registration procedures.

In M2, students who would like to repeat the year must make a request to do so. Their request is examined by the admissions committee. In the event of acceptance, the students must comply with the conditions of registration.

Caution : The components which can be accumulated (which grant ECTS credits) are definitively acquired and are therefore taken into account for the repeat year. They may not be taken again.

Caution : If the course schedule changes, the UFRs must schedule transitional measures for students repeating a year.

Article 12: Awarding of the degree

12.1 - Intermediary four-year university degree

The four-year university degree is obtained by validation of each of the 2 semesters.

The 2 semesters cannot be compensated. An M1 semester can only be passed by validating each course unit making up the semester (grade $\geq 10/20$). No course units can be passed by compensation.

12.2 - Master's degree

The Master's degree is obtained when the student has independently validated M1 and M2.

The Master's grade can be calculated based on two methods:

- average of the grades for the 4 semesters (if the student has done a portion of his or her curriculum in another course, the corresponding semesters are neutralised);
- average of the grades for semesters 3 and 4 only.

12.3 - Rules for awarding honours

Honours are calculated based on the general average of the degree, whether it is obtained in session 1 or in the resit session.

Average ≥ 10 and < 12 = Pass

Average ≥ 12 and < 14 = Lower Second Class honours

Average ≥ 14 and < 16 = Upper Second Class honours

Average ≥ 16 = First Class honours

12.4 - Issuing of the supplement to the degree

The supplement to the degree is issued at the student's request.

VI - Miscellaneous provisions

Article 13: Travel

As part of their schooling, students may have to make trips to take part in activities outside of the university premises.

Article 14: Study abroad, as applicable (to be filled out if necessary; specify the conditions: e.g. year, semester, country, host university, etc.)

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Article 15: Provisions for specific students

Upon proposal from the Head of the school, and upon written request to that effect sent to the student's department, the president of the Grenoble Institute of Technology may grant special arrangements, in particular in the following cases: art-studies status, top-level athletes, business owner students, working students, disabled students, gradual resumption of studies after health problems or maternity leave.

Article 16: General discipline

Refer to the framework regulations of studies and examinations for the master's cycle.

With reference to Act No. 2016-1828 dated 23 December 2016 on adapting the French higher learning second cycle to the Bachelor's degree-Master's degree-Doctorate system, whenever maximum capacities have been defined for the training courses, the enrolment in Master 1 is subject to examination of the applicant's file.