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## **Crediting previously acquired competence (AHOT) in basic studies at the Sibelius Academy**

*This decision applies to degrees to be completed at the Sibelius Academy and supplements the general policy for accreditation of studies at the University of the Arts Helsinki, issued by the Rector of the University of the Arts Helsinki on 4 April 2017.*

Previous studies or competence acquired otherwise may be acknowledged and credited as part of a degree, module or unit completed at the Sibelius Academy. This process is known by its Finnish acronym as AHOT. The underlying principle is that the student should not have to study things at the Sibelius Academy that he/she already knows.

Substituting studies will only be credited if they were completed less than 10 years ago. This time is calculated from the original completion date of such studies. Previously acquired competence or studies completed more than 10 years earlier may nevertheless also be acknowledged and accredited if the student can demonstrate that his/her competence is up to date, through a skills test, proficiency test or other agreed procedure.

### **ACCREDITATION PRINCIPLES**

Proficiency demonstrations forming part of a degree, or parts thereof, or maturity essays, cannot be accredited.

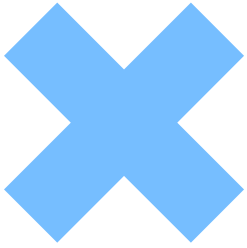
#### **Studies in the subject to be taught**

The studies in the subject to be taught in subject teacher training (Decree 794/2004, section 19) may be substituted in whole or in part with a corresponding module or studies in a corresponding module completed elsewhere, if such studies form a compulsory part of the degree being completed by the student at the Sibelius Academy.

#### **Qualification studies for church musicians**

The qualification studies for eligibility for church musician positions required by the Church Council of the Evangelical Lutheran Church of Finland may be substituted with corresponding studies completed elsewhere or previously acquired competence.

#### **Teacher's pedagogical studies**



The 60 cr in pedagogical studies included in teacher training (Decree 794/2004, section 19) may be substituted in whole or in part with a corresponding module or studies in a corresponding module completed elsewhere, if such studies form a compulsory part of the degree being completed by the student at the Sibelius Academy.

#### **Studies completed during student exchange**

Studies completed during student exchange and accepted for the student's student exchange study plan, or learning agreement, will be accredited at the Sibelius Academy. The student must be registered as an attending student for the duration of the student exchange.

#### **AHOT PROCEDURE**

Potential for accreditation shall be discussed in the context of guidance provided for the individual study plan (HOPS). How any credited studies are to be used towards the student's degree shall also be agreed on in HOPS discussions.

The student must apply for the crediting of previously acquired competence to his/her degree.

#### **Verification of previously acquired competence during tuition**

Previously acquired competence may be acknowledged during tuition. A teacher at the Sibelius Academy may acknowledge that a student enrolled in his/her course already has the competence required in the learning outcomes of that course and may award the student completion of the course on that basis. This completion will be recorded for the student as a completion at the Sibelius Academy.

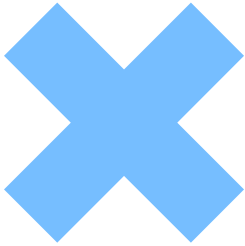
#### **Competence demonstrated by proficiency test**

If a student undertakes a proficiency test or similar performance to demonstrate competence required in the learning outcomes of a unit to the unit teacher or to an examination board, then this shall count as the completion of that unit (or a part thereof, as the case may be) at the Sibelius Academy.

#### **Accreditation of competence of new students at the beginning of their studies**

New students should apply for acknowledgement principally at the very beginning of their studies. Departments give students instructions on how to apply.

Departments may also give new students skills tests that comply with specific learning outcomes specified in the curriculum. If a student passes such a skills



test, the student will be awarded completion of the unit concerned. Departments will inform new students of their particular procedures.

### **ACCREDITATION DECISION**

The decision on accreditation is made by the head of the student's department on the basis of a statement issued by the teacher of the unit for which substitution is to be credited or by the coordinating teacher for that unit.

The decision on accreditation in the case of units in structural awareness of classical music is made by the head of or a teacher at the Department of Composition and Music Theory (Kuopio unit: by the head of the student's department or by the coordinating teacher).

Accreditation of statutory language studies (Decree 794/2004) shall be decided by the coordinating teacher for language studies. Acknowledgement during tuition may be awarded by the teacher of the unit or course in question.

Olli-Pekka Martikainen  
1st Vice Dean