

# **Admission regulations for study programmes at the Norwegian University of Science and Technology (NTNU)**

## **Chapter 5 – Admission to Norwegian Courses for Foreigners**

### **§ 46. Admission to Norwegian Courses for Foreigners**

#### *(1) Applicant categories*

The following categories of applicants may apply to all the Norwegian for Foreigners courses: academic staff on a minimum stay of at least one year, spouses/partners of permanent academic staff, PhD students, international master's students and exchange students on exchanges lasting no less than 2 semesters, as well as permanent administrative staff.

The department/faculty will be internally billed for academic staff (including PhD students, post doctorates and similar) that are granted admission. This also applies to spouses/partners of permanent academic staff.

Applicants without NTNU affiliation who already have a residence permit in Norway and can document that they fulfil the minimum NTNU entrance requirements, with the exception of the language requirements, may apply to level 2, 3 and 4.

#### *(2) Admission requirements*

Applicants that are employees at NTNU must submit confirmation from their department/faculty for coverage of the course fee. This also applies to spouses/partners. Employees at NTNU will not be granted admission if their department/faculty does not cover the course fee.

Spouses/partners of permanent academic staff as well as applicants that are not affiliated with NTNU may only be considered for admission when the required documentation has been submitted, and the applicants fulfil the minimum NTNU entrance requirements with the exception of the language requirements. If the department/faculty is not willing to cover the course fee for the spouse/partner of a permanent employee, the spouse/partner can be considered for the level 2, 3 and/or 4 course(s) as an applicant without NTNU affiliation.

Applicants need to have a residence permit to be considered for admission to the Norwegian for Foreigners courses.

Applicants who do not document sufficient Norwegian language skills to qualify for level 2 or 3 will be called in for NTNU's placement test. Requirements are set by the Faculty of Humanities in cooperation with the Department of Language and Literature.

#### **§ 47. Ranking of applicants with NTNU affiliation**

##### *(1) Ranking of applicants to level 1*

1. All academic staff (including PhD students, post doctorates, etc) on a minimum stay of at least one year, as well as permanent administrative staff, are guaranteed a place provided their faculty/department covers the course fee.
2. All spouses/partners of permanent academic staff are offered a place, provided they fulfil the minimum entrance requirements for admission, with the exception of the language requirements, and the spouse's/partner's department/faculty covers the course fee.
3. International students (international master's students/exchange students) that have not previously completed one of NTNU's Norwegian language courses are given priority. If all applicants cannot be admitted, a random selection will be made.
4. International students who have taken and passed the short course at NTNU.
5. International students who previously have completed the course without a passing grade. If all applicants cannot be admitted, a random selection will be made.

##### *(2) Ranking of applicants to level 2 and 3*

1. All academic staff (including PhD students, post doctorates, etc) on a minimum stay of at least one year, as well as permanent administrative staff, are guaranteed a place provided their faculty/department covers the course fee.
2. All spouses/partners of permanent academic staff are offered a place, provided they fulfil the minimum entrance requirements for admission, with the exception of the language requirements, and the spouse's/partner's department/faculty covers the course fee.
3. International students (international masters students/exchange students) who have not previously completed one of NTNU's Norwegian language courses are given priority. If all applicants cannot be offered a place, a random selection will be made.
4. International students who have previously completed one of NTNU's language courses will be ranked according to their grade in the previous course. Applicants who failed the exam on the previous level, but have passed the placement test, are ranked by grade. If all applicants cannot be offered a place, a random selection is made.

TIME-students are guaranteed a place in levels 1, 2 and 3.

##### *(3) Ranking of applicants to level 4 (also applies for applicants without NTNU affiliation)*

The applicants are ranked according to the level 3 grade. Applicants qualifying directly to level 4 based on Norwegian language exams cf. § 2-2 (2), in the admission regulations for higher education, are ranked by their results. If several applicants have received the same grade, a random selection is made.

#### **§ 48. Ranking of applicants to level 2 and 3 who are not affiliated with NTNU**

(1) Applicants are ranked according to the amount of credits they have documented from higher education. Only that which is equivalent to accredited higher education in Norway can be taken into consideration.

(2) Applicants who have not previously taken the level will be given priority.

**§ 49. Admission and ranking to short courses**

(1) The following categories of applicants may apply for this offer: academic staff with a minimum stay of at least 6 months, permanent administrative staff, spouses of permanent academic staff, PhD students, as well as international master's students and exchange students on stays of at least 3 months.

(2) *Ranking of applicants to the short courses*

- a. Exchange students on stays up to 5 months are given priority.
- b. Remaining places are distributed by random selection.