

April 7  
2011

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**Regulation concerning the Certificate of Advanced Studies  
DEEGEOSYS - Exploration & Development of Deep Geothermal  
Systems**

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*English translation of the French official version:*

*« Règlement concernant le certificat de formation continue (CAS) en  
géothermie profonde » - August 2011*

*The Faculty board,*

Considering the Law on the University (LU) of November 5th, 2002;

Considering the regulation concerning the continuing education of October  
26th, 2009 and his amendment of August 23rd, 2010;

*decides:*

- Object** **Article 1** The University of Neuchâtel, by her Faculty of Sciences, organizes a program of continuing education in management of the deep geothermal systems and delivers a Certificate of Advanced Studies in management of Deep Geothermal Systems (CAS DEEGEOSYS, below CAS).
- Organisation** **Article 2** <sup>1</sup> The CAS is organised by the Centre for Hydrogeology and Geothermics (CHYN) of the Faculty of Sciences.
- <sup>2</sup>The training course is organized only if its financing is ensured.
- Programme management** **Article 3** <sup>1</sup> The CAS is placed under the academic responsibility of the direction of the program.
- <sup>2</sup> The direction of the program consists of three members at least, among whom at least two professors of the Centre for Hydrogeology and Geothermics.
- <sup>3</sup> A member is appointed director for one year. He or she convenes the meetings of the direction of the program, the annual meeting with the scientific committee and is responsible, in particular, for the minutes of the meetings of the direction of the program.
- <sup>4</sup> The direction of the program makes its decisions unanimously and deliberates validly when at least three members are present.

- <sup>5</sup> The direction of the program:
- a) establishes the program of the courses;
  - b) establishes the budget;
  - c) coordinates the realization of the teaching activities;
  - d) limits if necessary the number of participants;
  - e) decides on the cancellation of the training course in case of insufficient financing;
  - f) decides on the later development of the CAS;
  - g) is responsible for the quality insurance of the program.

Scientific committee

**Article 4** <sup>1</sup> The scientific committee consists of at least two members, among whom at least a representative of the scientific committee of the Laboratory for Geothermics - CREGE and a professor of the CHYN.

<sup>2</sup> The scientific committee advises the direction of the program on the realization, the evaluation and the future development of the CAS. The scientific committee and the direction of the program meet at least once a year.

Course duration

**Article 5** <sup>1</sup> The maximal duration of the studies is of 10 months.

<sup>2</sup> The candidate who exceeds the maximal duration of the studies planned in the paragraph 1 is definitively eliminated.

Study programme

**Article 6** <sup>1</sup> The curriculum of the CAS corresponds to 10 credits ECTS (European Credits Transfer and accumulation System). It includes four modules of 2 ECTS each and a personal work (2 ECTS) of research in the form of report.

<sup>2</sup> The teaching is given in English.

<sup>3</sup> The program of the courses serves of plan of studies. It presents the modules with their endowment in hours of teaching and in credits ECTS. It is proposed and conceived by the direction of the program, which subjects it to the approval of the Faculty board.

Admission conditions

**Article 7** <sup>1</sup> The holders of a Swiss university Master's degree in natural sciences (geology, geophysics, hydrogeology, geochemistry or environment) or in engineering sciences, or of a title considered equivalent can be admitted by the direction of the program.

<sup>2</sup> The persons benefiting from an adequate vocational training and from a work experience of some years in connection with the domain of the energy or from the Earth sciences can be admitted on file by the dean, on advance notice of the direction of the program.

<sup>3</sup> The registrations are made on file. This one includes a curriculum vitae, the copies of the titles and certificates, a letter in support of application as well as the proof of the payment of set-up fees. The candidate can join other relevant information.

**Article 8** <sup>1</sup> Every module is the object of a noted written evaluation. Dates evaluations are published at the beginning of the training by the direction of the program. The registration to the program of the CAS is worth registration in the evaluations.

<sup>2</sup> When, for right motives, the candidate is not capable of appearing at an evaluation, the direction of the program can propose him (her) a work of catching up. Where necessary, it fixes the modalities and the conditions of success.

<sup>3</sup> The modalities of writing and evaluation of the personal work are clearly announced at the beginning of the training by the direction of the program. The candidate, in agreement with the academic person in charge, chooses the subject.

<sup>4</sup> The personal works and the evaluations are noted on a scale that goes of 1 (the least good note) to 6 (the best note). Only the fraction of 0.5 is admitted. Notes superior or equal to 4 are considered as a success. Any evaluation the note of which is lower than 4 is considered as a failure.

<sup>5</sup> The appreciation failure is reserved for the unjustified absences in the evaluations, in the personal works, which were not handed within the time limits allowed and to the cases of fraud or plagiarism. In case of fraud or of plagiarism, the rectorate can pronounce disciplinary measures according to the general regulation of the University of September 10th, 1997.

<sup>6</sup> In case of success, the evaluation is considered as acquired and cannot be any more resat.

<sup>7</sup> In case of failure in an evaluation, the candidate benefits from a second and last attempt. Where necessary, the form and the modalities of the evaluation of catching up are defined by the direction of the program. In case of failure in the second attempt, the candidate is definitively eliminated.

<sup>8</sup> The ECTS are attributed altogether once filled all the conditions of success of the certificate. The average note of the certificate is reckoned by making the average arithmetic of all the evaluations planned by the plan of studies. It is calculated in the hundredth and rounded off in the closest half-, respectively in the upper half-if it is .25 or .75.

**Article 9** <sup>1</sup> The statements of notes are notified to the candidates by the direction of the program.

<sup>2</sup> In every case, the title is delivered only once the registration fees are totally acquitted. It is signed by the dean of the Faculty of Sciences and by the director of the program. It is accompanied with a supplement to the diploma.

<sup>3</sup> In case of elimination, the candidate will receive a certificate of participation for the followed modules. The delivered certificate mentions no credit and no note, that one or several modules are made a success or failed.

<sup>4</sup> When a person follows only a part of the training of certificate, she can ask for a certificate of participation and is subjected to no evaluation. The delivered certificate does not mention credits.

Registration fees

**Article 10** <sup>1</sup> The amount of the fees of the CAS, as well as the amount of modules taken individually, is decided by the rectorate within the framework of the budget, on proposition of the direction of the program. They are fixed according to the principle of self-financing of the training and the habits of the market.

<sup>2</sup> Set-up fees, included in the global amount of the registration fees are owed at the time of the registration and are not refundable. They aim at covering the expenses of treatment of the request of admission.

<sup>3</sup> Once the candidate accepted, the balance of the global finance of the CAS is due. On inquiry, the direction of the program can agree on a spread out payment.

Procedure

**Article 11** <sup>1</sup> Except as otherwise provided, the measures taken in application of the present regulation are the object of a decision of the dean.

<sup>2</sup> The statements of examinations are worth decision in every case.

<sup>3</sup> Besides, are applicable the rules of procedure of the law on the administrative procedure and the jurisdiction (LPJA), of June 27th, 1979.

<sup>4</sup> The decisions taken in application of the present regulation can be the object of an appeal with the rectorate according to the article 80 of the law on the University (LU), of November 5th, 2002.

Coming into force

**Article 12** The present regulation comes into effect from its approval by the rectorate.

In the name of the Faculty board:  
*The Dean,*

PETER KROPF

**Ratified by the Rectorate on May 30, 2011**

In the name of the Rectorate:  
*The Rector,*

MARTINE RAHIER