

Modtager(e): Afdelingsledere og undervisere, IKK og IKS

Internationaliseringsvalgfag (IV-fag)

IV-fag på 10 ECTS skal sikre, at alle BA-uddannelser har en internationaliseringsdimension og at ARTS har et varieret udbud til udvekslingsstuderende. De studerende får mulighed for at arbejde med et fagligt tema inden for de humanistiske uddannelsers fagområder og skal samtidig lære at begå sig fagligt på et fremmedsprog i en tværfaglig sammenhæng. Alle BA-uddannelser har fået mulighed for at vælge om IV-faget skal placeres efterår eller forår. Læs mere om baggrunden for IV-fag i [dette beslutningsnotat](#) af prodekan Niels Lehmann.

Faste IV-fag og mulighed for aktuelle emner

For at sikre et varieret udbud har studielederne i september 2022 besluttet følgende:

- Afdelinger hvis uddannelser har IV-fag i efteråret melder 2 kurser ind, placering i efteråret
- Afdelinger hvis uddannelser har IV-fag i foråret melder 1-2 kurser ind, placering i foråret
- Afdelinger hvis uddannelser har IV-fag både efterår og forår melder 1 + 1 kurser ind, placering i henholdsvis efterår og forår

Hvis der indsendes forslag om et IV-fag på tværs af afdelinger, skal afdelingslederne på forhånd aftale hvilken uddannelse, der er ansvarlig for kurset.

Et IV-fag må ikke have fagligt overlap med andre fag, da de studerende ikke må tilbydes samme fag to gange i løbet af deres uddannelse. Det er de faglige mål og formålsbeskrivelsen, som afgør om fag er forskellige. Man skal derfor, når man sammenligner to fag kunne se en tydelig forskel mellem formålsbeskrivelsen og de faglige mål de to fag imellem.

Af hensyn til kontinuitet for både undervisere og studerende ønskes det at køre med flere ”faste” IV-fag. Et forslag kan derfor indsendes med ønske om at det skal udbydes 3 år i træk. *Faste IV-fag bør udvikles, så de er underviseruafhængige og flere undervisere kan varetage kurset.*



VIGTIGT AT VIDE

Engelsk er udbuds- og eksamenssprog

På alle IV-fag er undervisning og eksamen på engelsk, da det er en del af formålet at dokumentere den studerendes færdigheder i et fremmedsprog. Underviser kan derfor ikke give lov til f.eks. at skrive opgaver på dansk. For at sikre at populære IV-fag ikke fyldes op med danske studerende, reserveres et aftalt antal pladser til udvekslingsstuderende på hvert IV-fag.

Undervisning

IV-faget skal tage højde for, at de studerende er en heterogen gruppe med forskellige faglige forudsætninger. Undervisningen er i udgangspunktet 4 timer x 13 uger (i alt 52 timer)

Alle kurser bliver skemalagt om mandagen og studerende har ikke anden undervisning samme dag. Det giver mulighed for en varieret tilrettelæggelse af det enkelte kursus, med fx holdundervisning, gruppearbejde eller andre aktiviteter.

Rammen er en arbejdsbelastning på 208 timer for (fastansat) underviser og ca. 270 arbejdstimer for studerende.

Fast, men fleksibel eksamensform

Eksamensformen er fastlagt i studieordningen som portfolio (7-trinsskala, intern bedømmelse).

Det skal forstås bredt: i en portfolio kan indgå mundtligt oplæg, blogindlæg, krav om og mindre skriftlige opgaver. Der er udarbejdet en [inspirations-vejledning til portfolio](#) som eksamensform på IV-fag.

Studielederne har besluttet at fastlægge en fast timenorm for eksamination på alle IV-fag, svarende til en portfolio opgave på 12 sider (60 min.).

Kursusbeskrivelse og faglige mål

Det er besluttet, at alle IV-fag har en række fælles faglige mål. Derudover skal underviser tilføje i alt 3 mål for det enkelte kursus, under henh. viden, færdigheder og kompetencer. De fælles faglige mål fremgår af [denne Forms skabelon](#).

Indsendelse af forslag – hvordan og hvornår

Forslag til efteråret 2025 og foråret 2026 indsendes samtidig. **Deadline er 20. november 2024** og nye forslag godkendes af studienævnene i januar 2024.

Beslutning om oprettelse af de enkelte kurser tages af studielederne efter de studerendes tilmelding 1.-5. maj (til efteråret) og 1.-5. november (til foråret). Er søgningen til et IV-fag for lille, kan det afvises. Forslag indsendes via [denne online formular](#) på ARTS medarbejderside.

Godt at vide: Placering af IV-fag på de enkelte BA-uddannelser

En række sprog- og områdestudier afvikler IV-fag i forbindelse med et integreret sprogophold og er derfor ikke med på listen. I nedenstående tabel er en oversigt over placeringen af IV-fag på hhv. efterårs- og forårssemestre.



Uddannelse	Efteråret	Foråret
Antropologi	X	
Arabisk- og islamstudier	X	
Digital Design	X	
Dramaturgi	X	
Filosofi	X	
Fransk	X	
Idehistorie	X	
Informationsvidenskab	X	
Kognitionsvidenskab	X	
Kunsthistorie	X	
Litteraturhistorie	X	
Medievidenskab	X	
Musikvidenskab	X	
Nordisk sprog og litteratur	X	
Spansk	X	
Tysk	X	
Æstetik og kultur	X	
International virksomhedskommunikation (tysk, fransk, spansk)	X	
International virksomhedskommunikation (engelsk)*		X
Arkæologi		X
Engelsk		X
Historie		X
Klassisk Arkæologi		X
Klassiske sprog		X
Lingvistik		X
Religionsvidenskab		X

*I den nye studieordning fra 2023 er IV-faget flyttet fra efterårssemesteret til forårssemesteret.



Recipient(s): Heads of department and members of teaching staff, School of Communication and Culture (CC) and School of Culture and Society (CAS)

Internationalisation electives (IV electives)

IV electives of 10 ECTS are to ensure that all Bachelor's degree programmes have an international dimension and that ARTS has a varied range of electives for exchange students. The students will have the opportunity to work with an academic theme within the subject areas of the humanities and must also learn to use a foreign language in a cross-disciplinary academic setting. All Bachelor's degree programmes have been given the opportunity to choose whether the IV elective should take place in the spring or autumn semester. Read more about the background for IV electives in this [decision memo](#) by Vice-Dean Niels Lehmann.

Fixed IV electives and the possibility to include current topics

To ensure a varied range of electives, the directors of studies have decided the following in September 2022:

- Departments whose programmes have IV electives in autumn, submit 2 courses for autumn.
- Departments whose programmes have IV electives in spring, submit 1-2 courses for spring.
- Departments whose programmes have IV electives both in autumn and spring submit 1 + 1 courses, placement in autumn and spring respectively.

If a proposal is submitted for an IV elective to be offered across departments, the heads of department must agree in advance which department is responsible for the course.

An IV elective must not have a multidisciplinary overlap with other courses, as students may not be offered the same course twice during their studies. It is the academic objectives and the aim of the degree programme that determine whether the courses are different. Therefore, when comparing two courses, you should see a clear difference between the purpose description and the academic objectives of the two courses.

To ensure continuity for both teachers and students, it is preferred to have several fixed IV electives. A proposal for an elective can therefore be submitted with a request to offer it three years in a row. *Fixed IV electives should be developed in a way that makes them in-dependent of specific teachers to allow different teachers to teach the course.*



IMPORTANT

English is the language of instruction and examination

English is the language of instruction and examination on all IV electives, as part of the objective is to document the students' foreign language skills. The teacher can therefore not allow students to, for example, write papers in Danish. To ensure that not only Danish students register for the popular IV electives, an agreed number of places are reserved for exchange students on each IV elective.

Teaching

The IV elective must take into account that the students are a heterogeneous group with different academic prerequisites. There are four lessons per week for 13 weeks (a total of 52 lessons). All courses take place on Mondays and students have no other classes on that day. This allows for variations in the planning of the individual course, including classroom teaching, group work or other activities.

The workload is 208 hours for (permanent) members of the teaching staff and approximately 270 working hours for students.

Fixed but flexible type of examination

The type of examination is defined in the academic regulations as a portfolio. This should be understood in a broad sense: a portfolio can include oral presentations, blog posts and minor written assignments. An **inspirational guide** has been prepared for the portfolio as a type of examination in connection with IV electives.

The directors of studies have decided to establish a standard duration for examinations on all IV electives, corresponding to a portfolio assignment of 12 pages (60 min.).

Course description and academic objectives

It has been decided that all IV electives have a number of shared academic objectives. In addition, the teacher must add a total of three objectives to the individual course in relation to knowledge, skills and competences, respectively. The shared academic objectives are stated in **Forms**.

Submission of proposals – how and when

Proposals for autumn 2025 and spring 2026 must be submitted by the same deadline. **Deadline is 20th November 2024**, and the new proposals must be approved by the boards of studies in January 2023.

Decisions on the establishment of the individual courses are made by the directors of studies following student registration on 1-5 May (autumn) and 1-5 November (spring). If the number of students who have registered for an IV elective is insufficient, it may be rejected.

Proposals must be submitted via this **Forms** on the ARTS staff portal.

Good to know: Placement of IV electives on individual Bachelor's degree programmes

A number of degree programmes in language and area studies conduct IV electives in connection with an integrated language course and do therefore not appear on the list. The table below provides an overview of the placement of IV electives in autumn and spring semesters.



Education	Autum	Spring
Anthropology	X	
Arab and Islamic studies	X	
Study of Religion	X	
Digital Design	X	
Dramaturgy	X	
Philosophy	X	
French	X	
History of Ideas	X	
Information Studies	X	
Cognitive Science	X	
Art History	X	
Comparative Literature	X	
Media Studies	X	
Musicology	X	
Scandinavian Languages and Literature	X	
Spanish	X	
German	X	
Aesthetics and Culture	X	
International Business Communication (German, French, Spanish)	X	
International Business Communication (English)*		X
Archaeology		X
English		X
History		X
Classical Archaeology		X
Classical Languages		X
Linguistics		X

*In the new curriculum from 2023, the IV elective has been moved from the autumn semester to the spring semester.

