



**Z-SO-N Annexe for the MSc in
Facility Management english translation
degree programmes starting in 2015**

Departement N

School of Life Sciences
and Facility Management

Prozess: 1.04.01 Führungsgrundlagen
Version: 2.0.0 Zielgruppe: Public Dok.-Verantw.: Leiterin Stabsbereich Studium Departement N
alt SFS: 2.2.2.14-03SO-N Anhang MSc Facility Management

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Original German version dated 30 August 2011
amended on 29 April 2014
amended on 14 April 2015

**Translation of Annexe to the Academic Regulations
Master of Science in Facility Management
Zurich University of Applied Sciences
School of Life Sciences and Facility Management**

valid for degree programmes starting in 2015 and thereafter

approved on 30 August 2011 by
the Executive Board of the Zurich University of Applied Sciences

amended on 29 April 2014
amended on 14 April 2015



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Based on § 2 of the General Academic Regulations for Bachelor's and Master's degree programmes at the Zurich University of Applied Sciences on 29 January 2008, the Executive Board approves the Annexe to the Academic Regulations for the Master's Programme in Facility Management of the School of Life Sciences and Facility Management of 24 March 2011 as follows.

1 General

This Annexe to the Academic Regulations (SO) of 24 March 2011 governs the Master's degree programme in Facility Management, which is also subject to the General Academic Regulations for Bachelor's and Master's degree programmes at the Zurich University of Applied Sciences.

Information regarding individual sections of the Academic Regulations that are specifically relevant to the Master's degree programme in FM is given below.

2 Master of Science in Facility Management Degree Programme

2.1 Admission (Academic Regulations: §§ 8-11)

The admission requirements for the Master's degree programme in Facility Management at the Zurich University of Applied Sciences are defined in the Academic Regulations.

2.1.1 Admission Procedure

The admission procedure includes checking the fulfilment of the general admission requirements, an aptitude assessment / aptitude evaluation and, in some cases, additional attainments or evidence of competencies is required.

2.1.2 General Admission Requirements

Based on SO § 8 para 1, candidates with the following qualifications are admitted to the aptitude assessment process:

- Bachelor of Science in Facility Management with a grade 5 and above, in accordance with the Swiss grading system 1-6
- Bachelor's degree in Hospitality Management, Business Administration, Civil Engineering, Building Services or Architecture with grade a 5 and above, in accordance with the Swiss grading system 1-6, including additional evidence of relevant additional attainments
- Equivalent university degree acquired abroad with a grade equivalent to that required in accordance with the Swiss grading system

Based on SO § 10 para 1, candidates are admitted to the additional aptitude evaluation with the following qualifications:

- a degree from the former Swiss system as a business economist FH in Facility Management with a grade of 4.5 and higher, in accordance with the Swiss grading system 1-6
- Bachelor of Science in Facility Management with a grade between 4.5 and 5 in accordance with the Swiss grading system 1-6, with further competencies / study attainments acquired later
- Bachelor's degree in Hospitality Management, Business Administration, Civil Engineering, Building Services or Architecture with a grade between 4.5 and 5 in accordance with the Swiss grading system 1-6, with subsequent acquisition of further competencies /or study attainments



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- Equivalent university degree acquired abroad with a grade equivalent to that required in accordance with the Swiss grading system

The Programme Director decides on the equivalence of other degrees.

2.1.3 Aptitude Assessment for the Master's Programme in Facility Management

All applicants who meet the admission requirements for the degree programme must undergo the aptitude assessment (SO § 9).

Applicants required to complete further aptitude evaluation must produce evidence of subsequently acquired competencies according to the requirements of the Programme Director.

The aptitude assessment takes place as part of the admission interview.

The admission interview is conducted by two experts from the Institute of Facilities Management.

The following abilities are reviewed:

- General professional expertise (finance and accounting; human resources; FM basics; basic knowledge of buildings / real estate management; basics of personal services / hospitality management; statistics; information technology for Facility Management)
- Management competencies (motivation, personality, management experience)
- Social skills (communication, personnel management)
- English language skills (level C1)

Candidates who can present with a certificate proving that their English language skills are at a level C1 may be excused from part d. of the assessment. The Programme Director decides on dispensation.

Candidates who complete the aptitude assessment to the complete satisfaction of the expert team (according to the unanimous judgment of the rating experts) are directly admitted to the degree programme. No further aptitude evaluation is required for these candidates.

Depending on their personal profile candidates who do not fully satisfy the entry conditions may need to supply further evidence of competencies or attainments during the first semester.

The Programme Director is responsible for the decision on admission.

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2.2 Structure of the Master's degree programme in Facility Management

The degree programme is divided into seven module categories. It is structured as follows:

Managerial Skills

Modules				Courses			
Module name	Credits	Planned semester (full-time)	Type ¹	Course name	Work-load (hrs.)	Pass (P) / Grade (N) ²	Type ¹
Managerial Finance and Accounting	4	1	PM	Managerial Finance and Accounting	120	N	PK
Change Leadership	4	1	PM	Change Leadership	120	N	PK
Systems Engineering and Project Management	4	2	PM	Systems Engineering and Project Management	120	N	PK

Strategic Management

Modules				Courses			
Module name	Credits	Planned semester (full-time)	Type ¹	Course name	Work-load (hrs.)	Pass (P) / Grade (N) ²	Type ¹
Business Environment	4	2	PM	Business Environment	120	N	PK
FM Environment	4	2	PM	FM Environment	120	N	PK
Business Processes and Value Management	3	2	PM	Business Processes and Value Management	90	N	PK
International FM	4	3	PM	International FM	120	N	PK

Strategic Planning of Facilities and Services

Modules				Courses			
Module name	Credits	Planned semester (full-time)	Type ¹	Course name	Work-load (hrs.)	Pass (P) / Grade (N) ²	Type ¹
Real Estate Strategy and Innovation	4	1	PM	Real Estate Strategy and Innovation	120	N	PK
Service Strategy and Innovation	4	1	PM	Marketing Management	60	N	PK
				Relationship Management	60	N	PK
Workplace Strategy and Innovation	4	1	PM	Workplace Strategy and Innovation	120	N	PK

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FM Integrated

Modules				Courses			
Module name	Credits	Planned semester (full-time)	Type ¹	Course name	Work-load (hrs.)	Pass (P) / Grade (N) ²	Type ¹
Advanced FM	4	1	PM	Governance in FM	60	N	PK
				Trends and Perspectives in FM	60	N	PK
Case Study I	4	1	PM	Case Study I	120	N	PK
Case Study II	4	2	PM	Case Study II	120	N	PK

Applied Research Project

During the whole period of the degree programme at least 12 credits must be achieved in this module category.

Modules				Courses			
Module name	Credits	Planned semester (full-time)	Type ¹	Course name	Work-load (hrs.)	Pass (P) / Grade (N) ²	Type ¹
Research Lab 1	3	1	PM	See module description	90	N	PK
Elective 1	3	1	PM	See module description	90	N	PK
Research Lab 2	3	2, 3	WPM	See module description	90	N	WPK
Elective 2	3	2, 3	WPM	See module description	90	N	WPK
Research Lab 3	3	2, 3	WPM	See module description	90	N	WPK
Elective 3	3	2, 3	WPM	See module description	90	N	WPK
Conference	3	2, 3	WPM	Conference	90	P	WPK
Elective 4	3	3	WM	See module description	90	N	WK
Research Lab 4	3	3	WM	See module description	90	N	WK
Elective 5	3	3	WM	See module description	90	N	WK
Research Lab 5	3	3	WM	See module description	90	N	WK

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Research Skills

Modules				Courses			
Module name	Credits	Planned semester (full-time)	Type ¹	Course name	Work-load (hrs.)	Pass (P) / Grade (N) ²	Type ¹
Qualitative and Quantitative Research Methods	6	2	PM	Qualitative and Quantitative Research Methods	180	N	PK
Specific Research Skills	3	3	PM	Specific Research Skills	90	N	PK

Fundamental Skills in FM (pre-course modules)

Modules				Courses			
Module name	Credits	Planned semester (full-time)	Type ¹	Course name	Work-load (hrs.)	Pass (P) / Grade (N) ²	Type ¹
Fundamental Skills in FM I	2	1		Fundamental Skills in FM I	60	P	
Fundamental Skills in FM II	3	1		Fundamental Skills in FM II	90	P	
Fundamental Skills in FM III	4	1		Fundamental Skills in FM III	120	P	

The above modules are offered as part of the admission procedure to enable candidates to achieve the competences required for the study programme. They are not directly relevant to the degree. The competencies a student has to fulfil are determined by the Programme Director. He also defines how performance is to be measured. Proof of performance is given only in the candidate's transcript of records.

Master's Thesis

Modules				Courses			
Module name	Credits	Planned semester (full-time)	Type ¹	Course name	Work-load (hrs.)	Pass (P) / Grade (N) ²	Type ¹
Master's Thesis Research Plan	3	2	PM	Master's Thesis Research Plan	90	P	PK
Master's Thesis	15	3	PM	Master's Thesis	450	N	PK

Details on timing, content, format, support and evaluation are governed by the Master's Thesis module description.

¹ PM: Compulsory module, PK: Compulsory course, WPK: Elective course, FK: Optional course

² Courses with a pass / grade assessment must be passed for the superordinate module to be successfully completed.



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2.4 Transitional Provisions from 14.04.2015

Students who commenced their studies before the autumn semester 2015/2016 and have not completed them by the end of the autumn semester 2016/2017 will be subject to the Annexe dated 14.04.2015.

On behalf of the Executive Board
The President:
Werner Inderbitzin

The General Secretary:
Matthias Elmer