

Curriculum recommendations for Higher education preparatory program for immigrants

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|--|----|
| 1. Description of the Curriculum..... | 1 |
| 2. Structure of the Program..... | 3 |
| 3. Health care and Social services – study unit descriptions | 4 |
| 4. Business Administration – study unit descriptions..... | 7 |
| 5. Engineering – study unit descriptions..... | 10 |
| 6. Other academic fields of study – study unit descriptions..... | 13 |

1. Description of the Curriculum

Description of the Program

The preparatory program is targeted to persons with an immigrant background who aim at applying to higher education studies at universities or universities of applied sciences in Finland. The prerequisites for taking part in the program are proficiency in Finnish language (minimum CEFR [level B1](#)) and the qualification for higher education studies*.

The duration of a 30-ECTS program is six months. The program consists of one common study unit for all the students and separate study modules that focus on different professional fields or other academic fields of study.

The contents of the program emphasize the Finnish language studies and professional or multidisciplinary preparatory studies for higher education. In addition, the program includes studies in English language and communication and mathematics. All the contents also aim at developing academic study skills, digital skills and knowledge of Finnish higher education.

Competence Objectives

The objective of the program is to offer the students the skills needed to enter and succeed in higher education studies. The main emphasis is on developing the skills that are needed in entrance exams and studies at universities and universities of applied sciences. The aim related to the Finnish language skills is developing the Finnish language proficiency from CEFR level B1 to CEFR level B2.

The general objectives include:

- understanding the Finnish higher education system and its practices
- developing social and teamwork skills
- developing self-management skills and taking responsibility in the learning process
- reflecting on learning topics and the learning process
- expressing opinions and critique
- searching for information and critical literacy

- developing different reading techniques and multiliteracy
- mastering basic mathematical operations
- understanding and using English materials as well as being able to communicate in English both orally and in writing

The main objectives related to the Finnish language skills include:

- mastering the vocabulary and concepts needed in higher education studies
- knowing the differences between written and spoken language
- developing oral communication skills
- recognizing different text types and styles
- being able to write different texts
- being able to construct sentences: sentence types, sentence analysis, non-finite clauses, punctuation
- having command of language structures: case government, cases, tenses and expressions of time, nominal forms, transitive and intransitive verbs, conjunctions

Pedagogical Approaches

The program can be completed by studying either online or on-site. In both implementations, the students' activity and responsibility for their own learning is of great importance.

Teaching can be tailored according to the students' knowledge and needs, for example, by means of ability groups and different pedagogical approaches. The Finnish language studies are strongly integrated with other subjects.

The pedagogical approaches of the program are based on social interaction, working life orientation as well as learning and teaching methods that activate students. In addition, the students of the preparatory program are supported to become integrated with the higher education community, for example by creating opportunities to become acquainted with degree program studies.

Student guidance as well as monitoring and supporting the learning process of the students are of central importance in the program. In addition, the students are supported to apply to further higher education studies and they are provided with advice related to the student admissions procedure. The student guidance in the program also includes utilizing the experience of tutor students concerning studying in higher education.

Assessment

Learning is assessed with different methods and criteria. The development-oriented assessment supports learning and does not take place only at the end of the study units or modules.

Learning is assessed from different points of view by the teacher, peers and the students themselves. Assessment is part of student guidance and helps the students recognize and evaluate their own learning and become aware of how they learn.

Most study units in the preparatory program are graded numerically. The pass/fail grading scale can also be used in the final grading in those study units where common learning goals cannot be set because of students' heterogeneous skill levels.

* Applicants are qualified for higher education studies if they have

- a Finnish matriculation examination certificate,
- a Finnish vocational upper secondary qualification,
- a foreign certificate that qualifies for higher education studies in the country in question or,
- a foreign academic degree.

If the applicants cannot prove their qualification with a certificate, they must be granted a refugee status (a decision on refuge or a residence permit based on international protection).

2. Structure of the Program

| Study units | ECTS (30) | Timing (duration 6 months) |
|---|-----------------------------|-------------------------------|
| Common studies | <i>all chosen</i> 5 ECTS | |
| Introduction to Preparatory Program and Higher Education Studies | 5 | • |
| Field specific studies | <i>choose</i> 25 ECTS | |
| Health care and Social services | <i>all chosen</i> | |
| Health care and Social services and Finnish as a Second Language 1 (B1) | 5 | • |
| Health care and Social services and Finnish as a Second Language 2 (B1) | 5 | • • |
| Introduction to Mathematics in Health care and Social services | 5 | • • |
| Health care and Social services and Finnish as a Second Language 3 (B2) | 5 | • • |
| English for Health care and Social services | 5 | • • |
| Business Administration | <i>all chosen</i> | |
| Business and Finnish as a Second Language 1 (B1) | 5 | • |
| Business and Finnish as a Second Language 2 (B1) | 5 | • • |
| Introduction to Mathematics in Business | 5 | • • |
| Business and Finnish as a Second Language 3 (B2) | 5 | • • |
| English for Business Studies | 5 | • • |
| Engineering | <i>all chosen</i> | |
| Engineering and Finnish as a Second Language 1 (B1) | 5 | • |
| Engineering and Finnish as a Second Language 2 (B1) | 5 | • • |
| Introduction to Mathematics in Engineering | 5 | • • |
| Engineering and Finnish as a Second Language 3 (B2) | 5 | • • |
| English for Engineering Studies | 5 | • • |
| Other academic fields of study | <i>all chosen</i> | |
| Higher Education Studies and Finnish as a Second Language 1 (B1) | 5 | • |
| Higher Education Studies and Finnish as a Second Language 2 (B1) | 5 | • • |
| Introduction to Mathematics | 5 | • • |
| Higher Education Studies and Finnish as a Second Language 3 (B2) | 5 | • • |
| English for Higher Education Studies | 5 | • • |

3. Health care and Social services – study unit descriptions

Introduction to Preparatory Program and Higher Education Studies

5 ECTS

Objectives:

The students recognize their personal strengths and development needs while planning their studies. The students know what kinds of Finnish language skills, study skills and digital competence are needed in higher education studies. The students also know how to develop these skills. The students can operate in digital learning environments and use digital conferencing tools and cloud services in processing and sharing information. The students know how to find the key points in texts relevant to higher education. The students understand and know how to write down the key points from spoken language. Finnish language proficiency level: B1.1 (CEFR).

Content:

The course introduces the Finnish higher education system and higher education as a learning environment, and each student is created an individual study plan (ISP). The course focuses on the use of digital tools and different learning techniques and introduces the other study units offered in the preparatory program. The Finnish language studies in the course focus on the vocabulary needed in higher education studies and introduces students with reading and understanding professional texts and different text types. The course also gives tools to practice Finnish skills independently, to practice listening comprehension, to take (lecture) notes and to search for information from different sources.

Assessment:

Grade: 0-5

Health Care and Social Services and Finnish as a Second Language 1 (B1)

5 ECTS

Objectives:

The students know basic facts related to working in the field of health care and social services in Finland. The students recognize and know how to use key concepts of the field. They also identify the professional variety of the field. Finnish language proficiency level: B1.1 (CEFR).

Content:

The course introduces key concepts and service systems of health care and social services. It provides students with the frames of reference in nursing. The students also learn to search for field-related information. The course includes studies of professional vocabulary and essential structures in Finnish language.

Assessment:

Grade: 0-5

Health Care and Social Services and Finnish as a Second Language 2 (B1)

5 ECTS

Objectives:

The students extend their knowledge of basic field-related concepts and deepen their professional know-how. The students explore the variation of professional language in different situations and know how to use professional Finnish in working life context both orally and in writing. The students comprehend different kinds of professional texts and can produce both short texts and oral presentations in professional context. Finnish language proficiency level: B1.1–B1.2 (CEFR).

Content:

The course introduces a Finnish health care and social services organization and its functions. The course gives the chance to learn various field-related client and patient cases. The studies also expand the knowledge of professional vocabulary and usage of Finnish in different kinds of situations of the field. The students also get to know typical forms of spoken Finnish and the language of social services and health care.

Assessment:

Grade: 0-5

Health Care and Social Services and Finnish as a Second Language 3 (B2)

5 ECTS

Objectives:

The students deepen their knowledge of field-related concepts and can participate in written and oral communication situations in higher education. The students know how to search for information, and they produce clear and structured speech and texts related to their field. The students are familiar with the student admissions procedure in the higher education studies of the field. They can also describe their own competences. Finnish language proficiency level: B1.2–B2 (CEFR).

Content:

The course includes information about critical literacy and argumentation skills. During the course, the students learn to analyze, combine and summarize information from different sources. The studies also expand the knowledge of text types in the field and give the chance to write different texts. Finnish language studies focus on the special vocabulary and more demanding grammatical structures used in the field.

Assessment:

Grade: 0-5

Introduction to Mathematics in Health Care and Social Services

5 ECTS

Objectives:

The students have a good command of basic calculations, unit conversions and essential procedures of calculations. The students know how to correctly interpret mathematical word problems in health care and social services. The students develop their mathematical skills and know how to use various means to alleviate calculation processes and to confirm their correct results.

Content:

The course includes unit conversions, different procedures of calculations and estimations of size range. The course introduces important key concepts of mathematics in the field of health care and social services, e.g. concentration and proportionality.

Assessment:

Grade: 0-5

English for Health Care and Social Services

5 ECTS

Objectives:

The students can communicate understandably in English in different kinds of written and spoken language situations of the field. The students improve their English skills and know how to use English language materials relevant to higher education studies.

Content:

The course includes the basic structures of English language. It also offers the chance to practice different field-related oral and written communication situations and to increase the courage to use English language. The students learn to produce understandable, clear and logical speech and field-related texts in different styles. The material used in spoken and written tasks is related to the field of health care and social services, such as the concepts, service systems, various working life situations and ethics. In addition, the students develop their language learning techniques (e.g. reading professional texts, studying vocabulary).

Assessment:

Grade: pass/fail

4. Business Administration – study unit descriptions

Introduction to Preparatory Program and Higher Education Studies

5 ECTS

Objectives:

The students recognize their personal strengths and development needs while planning their studies. The students know what kinds of Finnish language skills, study skills and digital competence are needed in higher education studies. The students also know how to develop these skills. The students can operate in digital learning environments and use digital conferencing tools and cloud services in processing and sharing information. The students know how to find the key points in texts relevant to higher education. The students understand and know how to write down the key points from spoken language. Finnish language proficiency level: B1.1 (CEFR).

Content:

The course introduces the Finnish higher education system and higher education as a learning environment, and each student is created an individual study plan (ISP). The course focuses on the use of digital tools and different learning techniques and introduces the other study units offered in the preparatory program. The Finnish language studies in the course focus on the vocabulary needed in higher education studies and introduces students with reading and understanding professional texts and other text types. The course also gives tools to practice Finnish skills independently, to practice listening comprehension, to take (lecture) notes and to search for information from different sources.

Assessment:

Grade: 0-5

Business and Finnish as a Second Language 1 (B1)

5 ECTS

Objectives:

The students understand the basics of doing business in Finland, and they recognize and know how to use key business concepts. The students learn to search for information from Finnish language sources and share their learning outcomes with other students. Finnish language proficiency level: B1.1 (CEFR).

Content:

The course introduces key concepts and information sources used in business. The course gives students basic information about companies and organizations and about the role authorities have in the Finnish business life. The course also introduces business-related vocabulary and key grammatical structures in the Finnish language.

Assessment:

Grade: 0-5

Business and Finnish as a Second Language 2 (B1)

5 ECTS

Objectives:

The students extend their understanding of business vocabulary and concepts. They learn to recognize differences in professional language in varied oral and written working-life situations. The students can read and understand different kinds of business-related texts. They can also produce short field-specific texts and oral presentations. Finnish language proficiency level: B1.1–B1.2 (CEFR).

Content:

The course discusses Finnish companies and organizations and their operations. The course also expands the students' business vocabulary and lets the students practice Finnish language in different situations. The course introduces the main differences between written and spoken language, and some characteristics of professional business Finnish.

Assessment:

Grade: 0-5

Business and Finnish as a Second Language 3 (B2)

5 ECTS

Objectives:

The students deepen their understanding of business and the related concepts and learn about entrepreneurial behavior. The students can communicate both in writing and speaking in higher education business studies and can produce clear and structured speech and writing about business-related topics. The students are familiar with the student admissions procedure in the higher education studies of the field. Finnish language proficiency level: B1.2–B2 (CEFR).

Content:

The course introduces entrepreneurship and entrepreneurial behavior, such as networking and self-branding. The course lets the students practice communication in different kinds of situations. It also expands their knowledge of text types in the field and offers the chance to write different texts. The course also includes information about critical literacy and argumentation skills. During the course, the students learn to analyze, combine and summarize information from different sources. The Finnish language studies in the course focus on increasing knowledge of business terminology and deepening the students' understanding of the grammatical structures of Finnish.

Assessment:

Grade: 0-5

Introduction to Mathematics in Business

5 ECTS

Objectives:

The students can solve typical business-related mathematical exercises. The students can identify different types of mathematical problems and know how to choose and apply the correct solution method in each case. The students gain routine and confidence in solving mathematical exercises.

Content:

The course introduces the basics of percentage calculations and applying them in different business cases. The course also introduces proportionality and the basics of solving linear equations and word problems as well as statistical analysis. During the course, the students learn to efficiently use the Excel program for mathematics.

Assessment:

Grade: 0-5

English for Business Studies

5 ECTS

Objectives:

The students can communicate understandably in English in different kinds of written and spoken language situations in business. The students improve their English skills and know how to use English language materials relevant to higher education studies.

Content:

The course includes the basic structures of English language. It also offers the chance to practice different field-related oral and written communication situations and to increase the courage to use English language.

The students learn to produce understandable, clear and logical speech and field-related texts in different styles. Oral and written exercises focus on business topics and concepts as well as various working life situations. In addition, the students develop their language learning techniques (e.g. reading professional texts, studying vocabulary).

Assessment:

Grade: pass/fail

5. Engineering – study unit descriptions

Introduction to Preparatory Program and Higher Education Studies

5 ECTS

Objectives:

The students recognize their personal strengths and development needs while planning their studies. The students know what kinds of Finnish language skills, study skills and digital competence are needed in higher education studies. The students also know how to develop these skills. The students can operate in digital learning environments and use digital conferencing tools and cloud services in processing and sharing information. The students know how to find the key points in texts relevant to higher education. The students understand and know how to write down the key points from spoken language. Finnish language proficiency level: B1.1 (CEFR).

Content:

The course introduces the Finnish higher education system and higher education as a learning environment, and each student is created an individual study plan (ISP). The course focuses on the use of digital tools and different learning techniques and introduces the other study units offered in the preparatory program. The Finnish language studies in the course focus on the vocabulary needed in higher education studies and introduces students with reading and understanding professional texts and other text types. The course also gives tools to practice Finnish skills independently, to practice listening comprehension, to take (lecture) notes and to search for information from different sources.

Assessment:

Grade: 0-5

Engineering and Finnish as a Second Language 1 (B1)

5 ECTS

Objectives:

The students know basic facts of the field of technology in Finland and familiarize themselves with an organization and its functions in the field of their interest. The students recognize and can use important technical concepts. They also become familiar with task areas in the field of technology. Finnish language proficiency level: B1.1 (CEFR).

Contents:

The course introduces the field of technology as a part of the Finnish society and focuses on important concepts and information search. The students study technical terminology and strengthen their command of essential grammatical structures.

Assessment:

Grade: 0-5

Engineering and Finnish as a Second Language 2 (B1)

5 ECTS

Objectives:

The students broaden their vocabulary and knowledge of basic skills of the field of technology. The students comprehend technical texts and they can also produce short field-specific texts and oral presentations. The students can also verbalize technical problems and can explain the process of problem solving. Finnish language proficiency level: B1.1–B1.2 (CEFR).

Content:

In reading comprehension, the students progress from understanding popular texts to more demanding texts and practice summarizing them both in speech and writing. The language needed in mathematics is practiced at the same time with the course of mathematics. The students strengthen their command of technical terminology and essential grammatical structures.

Assessment:

Grade: 0-5

Engineering and Finnish as a Second Language 3 (B2)

5 ECTS

Objectives:

The students deepen their knowledge of technology and its concepts as well as their Finnish language skills to be able to participate in written and oral communication situations in higher education in engineering. The students can search for information and produce clear and structured speech and writing about field-related topics. The students are familiar with the student admissions procedure in the higher education studies of the field. They can also describe their own competences. Finnish language proficiency level: B1.2–B2 (CEFR).

Content:

The course offers the students the chance to expand their knowledge of text types in the field, to write different texts and to practice presentation skills. It also includes information about critical literacy and argumentation skills. During the course, the students learn to analyze, combine and summarize information from different sources. The course strengthens the students' command of technical terminology and essential grammatical structures.

Assessment:

Grade: 0-5

Introduction to Mathematics in Engineering

5 ECTS

Objectives:

The students can solve basic mathematical exercises with real numbers and are also familiar with the principles of geometry and geometrical exercises. The students understand texts and solution strategies related to mathematical and logical reasoning. The students can also apply mathematics in basic physics and chemistry.

Content:

The course focuses on working out solutions for numerical and word problems. The students are given a review of concepts and applications of mathematics in engineering. During the course, the students perform operations with and without an electronic calculator.

Assessment:

Grade: 0-5

English for Engineering Studies

5 ECTS

Objectives:

The students can communicate understandably in English in different kinds of written and spoken language situations of the field (mechanical, IT, energy and environmental and civil engineering). The students improve their English skills and know how to use English language materials relevant for higher education studies.

Content:

The course includes the basic structures of English language. It also offers the chance to practice different field-related oral and written communication situations and to increase the courage to use English language. The students learn to produce understandable, clear and logical speech and field-related texts in different styles. The material used in spoken and written tasks is related to different fields of engineering (mechanical, IT, energy and environmental and civil engineering) and includes topics such as the terminology of the field and various working life communication situations. In addition, the students develop their language learning techniques (e.g. reading professional texts, studying vocabulary).

Assessment:

Grade: pass/fail

6. Other academic fields of study – study unit descriptions

Introduction to Preparatory Program and Higher Education Studies

5 ECTS

Objectives:

The students recognize their personal strengths and development needs while planning their studies. The students know what kinds of Finnish language skills, study skills and digital competence are needed in higher education studies. The students also know how to develop these skills. The students can operate in digital learning environments and use digital conferencing tools and cloud services in processing and sharing information. The students know how to find the key points in texts relevant to higher education. The students understand and know how to write down the key points from spoken language. Finnish language proficiency level: B1.1 (CEFR).

Content:

The course introduces the Finnish higher education system and higher education as a learning environment, and each student is created an individual study plan (ISP). The course focuses on the use of digital tools and different learning techniques and introduces the other study units offered in the preparatory program. The Finnish language studies in the course focus on the vocabulary needed in higher education studies and introduces students with reading and understanding professional texts and other text types. The course also gives tools to practice Finnish skills independently, to practice listening comprehension, to take (lecture) notes and to search for information from different sources.

Assessment:

Grade: 0-5

Higher Education Studies and Finnish as a Second language 1 (B1)

5 ECTS

Objectives:

The students know basic facts related to higher education and working in Finland, especially concerning the field of their interest. The students know how to use varying structures and have a fairly wide vocabulary. The students know how to develop and deepen their written and oral skills in the Finnish language needed for higher education studies. Finnish language proficiency level: B1.1 (CEFR).

Content:

The course focuses on the development of Finnish language skills through oral and written exercises. The course provides practice in grammatical structures and in understanding texts and their vocabulary. The students learn to find information about the field of their interest and get to know the educational or professional field.

Assessment:

Grade: 0-5

Higher Education Studies and Finnish as a Second language 2 (B1)

5 ECTS

Objectives:

The students have a basic command of the requirements for oral communication and know how to act comprehensibly and appropriately in different situations related to higher education studies. The students know the means of verbal and non-verbal communication and can display the characteristics of the Finnish communication culture. They can conduct a presentation for professional or educational purposes, give feedback and manage fluently in different group work situations. Finnish language proficiency level: B1.1–B1.2 (CEFR).

Content:

The course introduces the Finnish communication culture and characteristics of verbal and non-verbal communication. The course focuses on the Finnish language skills needed in higher education studies and provides practice in using versatile grammatical structures and vocabulary. The course gives practice on how to communicate in a group, how to participate in a conversation, how to prepare and conduct an oral presentation and how to give feedback.

Assessment:

Grade: 0-5

Higher Education Studies and Finnish as a Second language 3 (B2)

5 ECTS

Objectives:

The students know the requirements for versatile texts related to higher education studies and know how to write comprehensive and well-structured texts. The students know the stylistic requirements of professional texts and can analyze, synthesize and summarize information from various sources. The students have a good command of vocabulary and grammatical structures of the chosen professional or educational fields. The students know the student admissions procedure in the higher education studies of the chosen field. They can also describe their own competences. Finnish language proficiency level: B1.2–B2 (CEFR).

Content:

The course focuses on the development of writing and argumentation skills and vocabulary needed in higher education studies. The course provides practice in using textual styles, searching for

information and in critical literacy. The course gives the chance to practice more demanding grammatical structures. The students also study the student admissions procedure of the chosen field.

Assessment:

Grade: 0-5

Introduction to Mathematics

5 ECTS

Objectives:

The students can solve basic mathematical calculations with real numbers, particularly percentage calculations. The students can solve both numerical and word problems as well as equations. The students know important key concepts of statistical analysis and can define the most common statistical indicators.

Content:

The course reviews and deepens the basic concepts of percentage calculations, linear equations and statistical methods. During the course, the students learn to efficiently use the Excel program in mathematics.

Assessment:

Grade: 0-5

English for Higher Education Studies

5 ECTS

Objectives:

The students can communicate understandably in English in different kinds of written and spoken language situations of the chosen field. The students improve their English skills and know how to use English language materials relevant for higher education studies.

Content:

The course includes the basic structures of English language. It also offers the chance to practice different field-related oral and written communication situations and to increase the courage to use English language. The students learn to produce understandable, clear and logical speech and field-related texts in different styles. In addition, the students develop their language learning techniques (e.g. reading professional texts, studying vocabulary).

Assessment:

Grade: pass/fail

