

Guidelines for final exam project: Chemical and Biotechnical Science AP

Valid for students starting their studies from August 2025

For specific guidelines regarding students from Business Academy Copenhagen, Laboratory and Environment in Hillerød, see appendix at the end of the document.

The Chemical and Biotechnical Science programme is completed with an exam project.

The final exam project can be carried out at the company, the educational institution or as a combination of the two.

The final exam project is weighted 10 ECTS points.

Learning objectives

The learning objectives for the final exam project are identical to the programme's learning objectives.

Knowledge

The graduate

- has knowledge of laboratory technician industry practices concerning the use of laboratory equipment, analytical techniques as well as centrally applied scientific theory in relation to the laboratory field
- has an understanding of the practice and centrally applied theory and methodology which focuses on the principles of analysis technique methods as well as occupational safety and quality assurance in relation to laboratory work

Skills

The graduate

- can use and combine the laboratory technician's key analysis technique methods and theories. this includes being able to use laboratory calculations, quality assurance of equipment, methods and laboratory work, as well as rules for the working environment, English language specifications and manuals as well as IT in connection with laboratory work and data processing
- can evaluate laboratory observations and results as well as real-life technical laboratory problems and can outline and choose solutions
- can convey laboratory observations and results, technical laboratory problems as well as solutions to business partners

Competencies

The graduate

- can enter into and manage the optimisation and development situations in the laboratory
- can, using a professional approach, take part in academic and interdisciplinary collaboration
- can, in a structured context, acquire new knowledge, skills and competencies in relation to the laboratory field

Content

The final exam project must demonstrate the student's understanding of practices and centrally applied theory and methods in relation to a real-life problem, which is based upon a specific task within the programme's area. The problem statement must be important to the programme and the profession. The student, in cooperation with a private or public company, must write the thesis statement. The educational institution approves the thesis statement.

Framework

The project must last the equivalent of approximately 7 weeks of full-time work where the student works with a thesis statement, information search, practical laboratory work, result processing and report writing and it is completed with an oral examination.

The student must work independently with the project, and the project report must include findings from the student's own work.

If others have contributed with findings, this must be clearly stated in the report.

The project report and any appendices must be uploaded in Wiseflow as a PDF file before the deadline.

Other relevant documentation can be taken to the exam.

Confidentiality

If a project takes place at a company, the project can be **confidential**.

If a project is confidential, the educational institution and the co-examiner must be explicitly informed and 'confidential report' must be clearly written on the front page of the report. Confidential project reports must not be copied without the company's and the student's permission.

The educational institution, examiner or co-examiner may not be accountable for any other provisions (except the one mentioned above).

Supervisors

If the project is done completely or partly in a company, the company must provide a supervisor for the student. The company's supervisor must have professional insight and be able to supervise the student on professional topics.

The educational institution must also provide a project supervisor. The project supervisor must advise on and approve the thesis statement, help with the project scope and delimitation as well as the report structure. The project supervisor is the examiner for the project.

If the project is done completely or partly in the educational institution, the educational institution must provide a supervisor for the student.

The supervisor must have professional insight and be able to supervise the student on professional topics.

In addition, the educational institution must also provide a project adviser, although the supervisor can act as the project supervisor as well. The project supervisor's role is to advise on and approve the thesis statement, help with the project scope and delimitation as well as the report structure.

The project supervisor is the examiner for the project. If the project supervisor also acts as the supervisor, they will be the examiner on the project.

Exams for the final exam project

The final exam project completes the programme in the last semester once all the preceding exams have been passed.

Examination form

The exam consists of the project report and an oral presentation and an examination.

The assessment

The assessment is an overall evaluation of the project work – both the written work and the oral presentation.

Spelling and writing skills are part of the assessment of the project report.

There will be an external co-examiner and the mark is given according to the 7-point scale. The exam itself is public.

Exam Dates

Submission of the project report and the period for the oral examination depend on when the student begins their internship – see the following overview:

Internship Start	Periods for the oral examination	Upload the project report, including appendices in Wiseflow by
3/12 - 16/3	Week 50-51	Monday in week 49
17/3 - 2/6	Week 11-12	Monday in week 9
3/6 - 2/9	Week 21-22	Monday in week 20
3/9 - 2/12	Week 36-37	Monday in week 35

Appendix: Specific guidelines regarding students from Business Academy Copenhagen, Laboratory and Environment in Hillerød (August 2025)

Approval of problem statement

To ensure the agreement of the project and problem statement between the student and the project supervisor, there must be a “written” approval of the problem statement. This will typically be in the form of an email approval.

If the project, during the project period, heads in a different way, and the original problem statement must be changed, the new problem statement will have to be approved again by the student and the project supervisor.

The following deadlines apply for the submission and approval of the problem statement:

Internship Start	Periods for the oral examination	Send thesis statement no later than	The thesis statement must be approved by	Upload the project report, including appendices in Wiseflow by
3/12 - 16/3	Week 50-51	Wednesday in week 38	Wednesday in week 40	Monday in week 49
17/3 - 2/6	Week 11-12	Wednesday in week 51	Wednesday in week 1	Monday in week 9
3/6 - 2/9	Week 21-22	Wednesday in week 9	Wednesday in week 11	Monday in week 20
3/9 - 2/12	Week 36-37	Wednesday in week 19	Wednesday in week 21	Monday in week 35

Examination form

For further description of the report form, assessment criteria, deadlines etc., please refer to the institution’s exam catalogue for the internship exam, which will be available approximately halfway through the internship period.