



**rijksuniversiteit
groningen**

Faculty of Arts

Teaching and Examination Regulations (OER)

Part B - Master's degree programme in

**Research Master's degree programme in Archaeology
(CROHO 60133)**

**Research Master's track
Archaeology**

for academic year 2023-2024

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- 2. Admission**
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Section 1 General provisions

Article 1.1 – Applicability

These Regulations comprise two parts – Part A and Part B. This degree programme-specific Part B accompanies Part A, which contains general provisions which apply to the teaching, examinations and final assessments of the Master’s degree programmes provided by the Faculty of Arts, hereinafter referred to as **the Faculty**. Part B contains degree programme-specific provisions which apply to the degree programme in **Archaeology**, hereinafter referred to as ‘the degree programme’, and the Research Master’s track in **Archaeology**, hereinafter referred to as ‘the Research Master’s track’.

Section 2 Admission

Article 2.1 – Entry requirements

1. Students with a Dutch or foreign certificate of higher education that indicates that they have the following knowledge, understanding and skills shall be admitted to the degree programme:
 - a) Demonstrable knowledge of archaeology at university Bachelor’s level as shown by the curriculum followed, in addition to satisfying the following entry requirements:
 - b) sufficient proficiency of English to be able to follow the degree programme successfully (see below 2.2);
 - c) sufficient knowledge, understanding and skills in the academic disciplines relevant to the degree programme.¹

Article 2.2 – Language requirement for foreign certificates

1. Students who have been admitted to a degree programme on the basis of a foreign certificate or degree may be asked by the Admissions Board – before registration – to pass an English language test, to be administered by an agency stipulated by the Board.
2. The English language proficiency requirement will be met by passing an examination in English at the level of the VWO final exam, or by passing the TOEFL iBT with a score of at least 100, with a minimum score of 25 for writing or an IELTS minimum score of 7, with a minimum score of 6.5 for all components.

Article 2.3 – Admission to Research Master’s track

In addition to the provisions of Article 2.1, the following admission requirements apply to the Research Master’s track in this degree programme:

n/a

Article 2.4 – Registering for the admissions procedure

Students register for the admissions procedure by submitting the following documents:

- a completed registration form
- a curriculum vitae
- an overview of the results achieved so far within the Bachelor’s degree programme and/or other university degree programmes
- a letter outlining the prospective student’s motivation for selecting the programme and Research Master’s track, including his or her expectations and interests

¹ Sufficient knowledge, understanding and skills means that in the opinion of the Admissions Board, the student will be able to follow the programme without credit points having to be reserved to make up a shortfall in subject mix as demonstrated by the student’s application dossier (recommendations, motivation letter, cv).

- if possible, written results of previous research, such as academic articles or a Bachelor's thesis
- two personal recommendations from relevant experts²
- other documents, if required, which in the opinion of prospective students will highlight their eligibility for the programme and Research Master's track.

Article 2.5 – Admissions procedure for the degree programme

1. Bearing in mind the admissions procedure for the degree programme and the Research Master's track within the meaning of Article 2.1.1, the Admissions Board will assess the knowledge and skills of the candidate. The Admissions Board will assess the written documentation and determine whether the prospective student can be admitted directly to the programme and the Research Master's track. In the event of doubt, the student will be invited to an admissions interview. The interview will be based on the submitted written documentation and may comprise an approx. 15-minute presentation on an academic subject related to the chosen programme.
2. If, on the basis of the submitted documentation, the Board is of the opinion that the student does not qualify for admission and that there is therefore no need for an interview, the student will be notified accordingly before 15 June. This is a *provisional* decision only. Prospective students may still request an interview, provided they do so within 15 working days. If prospective students do not avail themselves of this option, the provisional decision will become *definitive*. In the case of prospective students who are granted an interview, a formal decision will not be made until after the interview has taken place. Rejections will in all cases be substantiated in writing. Students who have been interviewed will be notified by 15 July whether or not they have been accepted.³
3. Students who have not yet obtained their Bachelor's degree at the time of the selection procedure but who would normally do so before the Research Master's degree programme begins may be granted provisional admission. This is based on the assumption that they a) obtain their Bachelor's degree in time and b) have written a BA thesis with the required level to follow the Research Master.
4. Students who already have a relevant university Master's degree may also apply for admission to the degree programme and the Research Master's track. The procedure as set out above will also apply to them. If they are admitted, the Board of Examiners will decide whether they can be granted exemptions on the basis of that Master's degree (up to a maximum of 60 ECTS credit points).

Article 2.6 – Entrance examination: times

1. The entrance examination will be held twice a year. Requests for admission to the degree programme and the Research Master's track starting in the first semester must be submitted to the Admissions Board before 1 May (for both non-EU students and EU students). Requests for admission starting in the second semester must be submitted to the Admissions Board before 15 October.
2. The Admissions Board may decide to consider a request at a time other than that referred to in Article 2.6.1.
3. The Admissions Board will decide before 15 June, respectively 15 December for admission in the second semester. Admission will be on condition that the candidate has satisfied the requirements set out in Article 2.4 concerning knowledge and skills by the starting date of the degree programme at the latest, supported by certificates from the degree programmes followed. The written admission statement will include information for the student about the possibility of an appeal to the Board of Appeal for Examinations.

² These are written reports from people recognized as experts by the Admissions Board that present a useful and reliable picture of the student's eligibility for the degree programme.

³ Proof of admission is discussed in Article 7.30b of the Higher Education and Research Act.

Section 3 Content and structure of the degree programme

Article 3.1 – Student workload

1. The degree programme has a student workload of 120 ECTS.
2. The student workload is expressed in whole ECTS credit points.

Article 3.2 – Learning outcomes of the degree programme

<p><i>Description of Master’s level according to the descriptors of the Qualifications Framework for the European Higher Education Area (Dublin descriptors)</i></p>	<p><i>Intended learning outcomes of the Research Master’s Programme in Archaeology</i></p> <p>In order to successfully complete the Research Master’s programme in Archaeology, students:</p>
<p>1. Knowledge and Understanding Students have demonstrable knowledge and understanding that is founded upon and extends and/or enhances that typically associated with Bachelor’s level, and that provides a basis or opportunity for originality in developing and/or applying ideas, often within a research context</p>	<ol style="list-style-type: none"> 1.1 have a thorough and up-to-date knowledge of at least one branch of the discipline. 1.2 be able to grasp the development and structure of the discipline and the relationship between its various branches. 1.3 have knowledge and understanding of the research methods and theories currently used in archaeology. 1.4 show awareness of current contextual, ecological, quantitative, spatial and scientific methods of analysis in archaeology. 1.5 have knowledge and understanding of the meaning and function of artefacts, including the built environment, ecofacts and landscapes in their historical and contemporary context. 1.6. have knowledge and understanding of the role and relevance of archaeology in present-day society.
<p>2. Applying knowledge and understanding Students can apply their knowledge, understanding and problem-solving abilities in new or unfamiliar environments within broader (or multidisciplinary) contexts related to their field of study</p>	<ol style="list-style-type: none"> 2.1 have the skills to apply contextual, ecological, quantitative, spatial and scientific methods of analysis when conducting independent research. 2.2 have the skills to apply research results in order to develop advanced ideas and practical applications, with the option to do so by assisting a lecturer teaching a BA module related to their field of specialization. 2.3 successfully, and in collaboration with others, perform a responsible task relating to the organization and administration of a workshop and/or research seminars. 2.4 have the skills to combine datasets, to integrate methodologies and to reflect about differences between disciplinary traditions in the humanities and the sciences.

<p>3. Making judgements Students have the ability to integrate knowledge and handle complexity, and formulate judgements with incomplete or limited information, but that include reflecting on social and ethical responsibilities linked to the application of their knowledge and judgements</p>	<p>3.1 are able to critically evaluate the methodologies and theories currently used in their specialization.</p> <p>3.2 show originality and creativity when dealing with at least one branch of the chosen discipline.</p> <p>3.3 are able to make connections between their own specialist knowledge of the branch chosen and related disciplines in the humanities and / or the social and natural sciences.</p> <p>3.4 be aware of social and ethical responsibilities of research and publication in the chosen discipline and act accordingly.</p> <p>3.5 be able to demonstrate sensitivity to context, and take into account cultural and ideological differences.</p>
<p>4. Communication Students can communicate their conclusions, and the knowledge and rationale underpinning these, to specialist and non-specialist audiences clearly and unambiguously</p>	<p>4.1 be able to participate actively in a research group working on an academic project.</p> <p>4.2 be able to participate in academic debate in the chosen area of specialization and to present an academic problem convincingly, both orally and in writing.</p> <p>4.3 be able to present the results of academic research to both an academic audience and interested lay people, both orally and in writing, while making appropriate use of visual material, including digital aids.</p> <p>4.4. be able to communicate about their field of expertise and to engage in debate in a sphere of mutual respect and constructive criticism.</p>
<p>5. Learning skills Students have the learning skills to allow them to continue to study in a manner that may be largely self-directed or autonomous</p>	<p>5.1 be able to formulate a research, or grant proposal independently.</p> <p>5.2 be able to write a publishable article independently in accordance with current academic norms.</p> <p>5.3 be able to independently design material research into artefacts and ecofacts in accordance with the latest insights, be able to interpret the outcomes of analytical procedures and to produce clear reports on this research in accordance with current academic norms.</p> <p>5.4 be able to reflect critically on one's own papers, presentations and general functioning in groups, and be able to accept and use to advantage the criticism of others.</p> <p>5.5 be able to plan different parallel assignments and to complete tasks on time.</p> <p>5.6 be able to connect one's specialist knowledge to wider debates and current societal issues.</p>

See Appendix a. for the *Matrix of realized learning outcomes / course units in the degree programme.*

Article 3.3 - Language of instruction

1. The degree programme is taught in *English*.
2. The thesis/final assignment must be written in *English*. A thesis/final assignment may only be written in a language other than *English* if the Board of Examiners has given permission to do so.

Article 3.4 – Specialization

n/a

Article 3.5 – Content of the curriculum

1. The Research Master's track for students who enrol in 2022-2023 comprises the following course units with their student workloads:

No.	Course unit	Year	Student workload in ECTS
1.	Death as a Mirror of Life (1)	1	10 ECTS
2.	The Anthropocene: Humans Shaping the Earth (1)	1	10 ECTS
3.	Current Issues in Archaeological Theory (1)	1	10 ECTS
4.	Scientific Approaches to Material Culture (1)	2	10 ECTS
5.	The Archaeology of the Settled Landscape (1)	2	10 ECTS
6.	Research and Professional Skills in Archaeology (1)	2	5 ECTS
7.	Flexible component 1 (2)	1	10 ECTS
8.	Flexible component 2 (2)	2	10 ECTS
9.	Flexible component 3 (2)	2	5 ECTS
10.	National Research School courses (3)	1-2	10 ECTS
11.	Research Master's Thesis in Archaeology (4)	2	30 ECTS

- (1) Compulsory courses: These courses are compulsory for all Research Master students. Students may get exemption from a specific course (only one course) solely with the approval of the Director of Studies and the Board of Examiners.
- (2) Flexible components 1-2-3: Students must choose in consultation with the Director of Studies between different options: an Archaeology Master course, a tutorial, an internship, a special assistantship, a course at another REMA programme in the RUG, or a REMA course at another University. For approval of courses outside the RUG, internships and tutorials, approval of the Board of Examiners is needed by means of tutorial/ placement/ course contract form. Flexible components 2-3 are accompanied by a compulsory tutorial class given in semester II for 1st year students. The tutorial class has an attendance requirement of 80%, which may be adjusted for reasons directly connected with the work undertaken for a tutorial (e.g. the need to do field, museum or laboratory work, or to attend a conference, in the Netherlands or abroad). In this case, the student must apply for such an adjustment to the Board of Examiners by including this information in the tutorial application form after having received initial approval by their supervisor and Director of Studies.
- (3) Students must choose at least 10 ECTS worth of course units offered by a National Research School. In case the courses on offer by the National Research Schools do not suffice or are not compatible with the student's research orientation, comparable courses or activities may be opted for, always in consultation with and following agreement by the Director of Studies and the Board of Examiners.
- (4) For the Thesis Regulations and the accompanying thesis class, see Appendix c.

All course units are listed in the online course catalogue OCASYS.

Section 4 Tests and examinations of the degree programme

Article 4.1 – Compulsory order

The examinations for the course units listed below may not be taken before the examinations for the associated course units have been passed:

No.	Course unit	After passing course unit
10	REMA Thesis in Archaeology	Students can start their thesis in semester IV after they have taken all (55 ECTS) compulsory courses and completed at least 45 ECTS of them. If they do not fulfil this condition, they must apply to the Board of Examiners in order to receive permission to start their thesis, submitting also a clear schedule for the completion of any missing assignments and a report by the supervisor on their progress therein.

Article 4.2. – Differentiation between 1st and 2nd year students taking compulsory modules

1. The compulsory modules will be given in two versions, with 1st and 2nd years having different module codes.
2. In the assessment of compulsory modules a differentiation will be made between 1st and 2nd year students taking the rotating compulsory modules together. This will be achieved by making a distinction between general academic skills and module-specific skills in the learning outcomes of each module. These two sets of skills will be weighed differently for 1st and 2nd years, with general academic skills counting more for 1st years and module-specific skills counting more for 2nd years.
3. This differentiation will be formulated clearly in a rubric included in the module description and in any assessment forms.

Article 4.3. – Punctuality and timely completion of compulsory modules

1. If the final assignment for a compulsory module is not submitted on time, the student will receive a Fail mark and have a resit by submitting the final assignment by the end of the next semester block. If a student submits on time, but receives a grade below 5.5 (hence a Fail), the same procedure will be followed.
2. As compulsory courses are given every other year, if a student fails to meet the resit deadline or receives a grade below 5.5, they must apply to the Board of Examiners for an additional resit. The student can redo the failed assignments during the next year in their own time under the supervision of the module lecturers.
3. Punctuality is explicitly assessed and delay in submitting assignments is penalized. If students take a resit a semester block later, their grade will be lowered by 0.25; if they submit the assignment a semester later, the grade will be lowered by 0.5, and if a year later, by 1.0. It should be added that (according to the TER, Part A, p. 14) students are not eligible for a *cum laude* award if they have had to resit a module.
4. In highly exceptional circumstances (such as serious health or personal problems, equipment failure, etc.) delay will not be penalised. In such cases, the student must contact the Study Advisor in good time, i.e. at the moment the problem arises, and put in an application to the Board of Examiners in order to be exempted from becoming penalised for delay.

Article 4.4. – Punctuality and timely completion of flexible components

1. If the final assignment for a flexible component is not submitted on time, the same procedure as in 4.3.1 above will be followed.
2. If a student fails to meet the resit deadline or receives a grade below 5.5, they must ask permission by the Board of Examiners to redo the failed assignment. If permission is granted, they can rework and resubmit their assignment in their own time under the supervision of the tutorial supervisor, following once more a clear schedule and clear deadlines.
3. Punctuality is assessed and delay is penalized in the same way as in Article 4.3.3.

4. In highly exceptional circumstances, the same procedure as in Article 4.3.4. will be followed.

Section 5 Transitional and final provisions

Article 5.1 – Amendments

1. Any amendments to part A of these Regulations will, after discussion with and where necessary approval from the Faculty Council, be confirmed by the Faculty Board in a separate decree.
2. Any amendments to part B of these Regulations will, after the Cluster Board has put its case, following the recommendation by and/or upon the approval of the Programme Committee and the Faculty Council, be confirmed by the Faculty Board in a separate decree.
3. Any amendments to these Regulations will not apply to the current academic year, unless it may reasonably be assumed that the amendment in question will not harm the interests of students.
4. In addition, an amendment may not influence any other decision concerning a student taken by the Board of Examiners under these Regulations to the disadvantage of students.

Article 5.2 – Publication

1. The Faculty Board shall duly publish these Regulations, any rules and guidelines formulated by the Board of Examiners, and any amendments to these documents.
2. Copies of the documents referred to in Article 5.2.1 are available from the Faculty Office. These documents can also be found on the Faculty website via the Student Portal.

Article 5.3 – Date of commencement

These Regulations shall take effect on **1 September 2023**.

These Regulations were decreed by the Board of the Faculty of Arts on **7 July 2023** and approved by the Faculty Council and the Programme Committee where required.

Appendices:

Appendix a. *Matrix of realized learning outcomes / course units in the degree programme*

Appendix b. *Assessment plan*

Appendix c. *Thesis regulations*

Matrix of realized learning outcomes

	1. Knowledge and understanding						2. Applying knowledge and understanding					3. Making judgements					4. Communication				5. Learning skills						
	1.1	1.2	1.3	1.4	1.5	1.6	2.1	2.2	2.3	2.4	2.44	3.1	3.2	3.3	3.4	3.5	4.1	4.2	4.3	4.4	5.1	5.2	5.3	5.4	5.5	5.6	
YEAR 1, semester 1																											
Course unit title																											
Anthropocene	+	+		+	±	+				+			±	+				±	±	+				±		+	
Archaeological Theory	±	±	±	±		±	±				±		±	±	±			±	±	±			±		±		±
Death as a Mirror of Life	±	±	±	±		±	±		±		±	±	±	±	±	±	±	±						±		±	
YEAR 1, semester 2																											
Course unit title																											
Flexible component 1	+		+				+	+		±		+											+		±		
Flexible component 2	+		+				+	+		±		+											+		±		
YEAR 2, semester 1																											
Course unit title											+																
Archaeology of the Settled Landscape	±		±		±	±	±				±		±	±							±		±				
Material Culture							±					±		±					±	±		±	±	±			
Skills		±		±		±			±					±				±				±		±	±		
Flexible component 3	±		±				±	±		±		±											±		±		±
YEAR 2, semester 2																											
Course unit title																											
Research Master's Thesis in Archaeology	±		±					+				+	±		+			±	+		±	+		+	±		+