



university of
 groningen

faculty of mathematics and natural sciences

Teaching and Examination Regulations Master's degree programmes

2009 – 2010

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Section 1 General provisions

Article 1.1 Applicability

These Regulations apply to the modules and final assessment of the Master's degree programme in, hereinafter referred to as 'the degree programme'. The degree programme is organised by the Faculty of Mathematics and Natural Sciences of the University of Groningen.

Article 1.2 Definitions

The following definitions apply to these Regulations:

- a. the Act: *Wet op het Hoger Onderwijs en Wetenschappelijk onderzoek* [Higher Education and Research Act].
- b. student: a person enrolled at the university for the purpose of taking modules and/or examinations and the final assessment leading to the conferral of a university degree.
- c. module: a teaching unit or other part of the degree programme within the meaning of the Act.
- d. practical: a practical exercise, as referred to in Art. 7.13 of the Act, in one of the following forms:
 - research or assignments
 - participation in a field trip or excursion
 - participation in a project
 - completion of an internship or traineeship
 - participation in another educational activity designed to teach certain skills
 - a written report of a research project
 - a written final degree project
 - a written thesis, paper or draft.
- e. final assessment: the final assessment of the degree programme.
- f. ECTS: credits in accordance with the European Credit Transfer and Accumulation System (1 ECTS equals 28 hours of study).
- g. semester: part of the academic year, either commencing on 1 September and ending on a date to be determined by the Executive Board on or around 31 January, or commencing on the aforementioned date determined by the Executive Board and ending on 31 August.
- h. course catalogue: a document containing information about the degree programme and relevant regulations applicable to students.
- i. colloquium: lecture about a discipline related subject based on scientific literature
- j. HBO-applicant: a student with a bachelor degree in Applied Sciences.

The other definitions shall have the meaning that the Act ascribes to them.

Article 1.3 Aim of the degree programme

The teaching outcomes of the master's degree programme are set out in Appendix A.

Article 1.4 Type of degree programme

The degree programme is full-time.

Article 1.5 Teaching language

The degree programme is taught in English, except for the M-variant “Science, Business and Policy” which is partly taught in Dutch.

Section 2 Structure of the degree programme

Article 2.1 Study load

1. The degree programme has a study load of 120 ECTS.
2. The study load of a module is expressed in whole ECTS.

Article 2.2 Specializations

Appendix B sets out the specializations of the degree programme.

Article 2.3 Content of the degree programme

Appendix C sets out the (compulsory) parts of the degree programme and specializations, including the load of study, the entry requirements, the form of examinations and whether a practical is included.

Article 2.4 Optional modules

1. Appendix D sets out the optional modules of the degree programme and specializations, including the load of study, the entry requirements, the form of examinations and whether a practical is included.
2. The Board of Examiners may permit the student to select one or more modules from another master’s degree programme (from the University of Groningen or from another university).

Section 3 Examinations and final assessment in the degree programme

Article 3.1. General

1. Examinations, both interim and final, provide the student with the information he needs to assess whether he has achieved or will achieve the required learning goals. This will help him with his further participation in the degree programme in question.
2. Assessment is expressed in whole and half numbers greater than or equal to 1 or smaller than or equal to 10, or by the qualifications 'pass' (v) or 'fail'(o). A teaching unit or module is passed when a mark higher or equal to 6 is achieved or when the qualification 'pass' (V) is awarded. The mark 5,5 is not awarded.

Article 3.2 Compulsory order of examinations

The entry requirements and the compulsory order of examinations are listed in the Appendix E.

Article 3.3 Form of Examinations

1. The form of the examinations for the modules listed in Article 2.3 and 2.4 are set out in the Appendix C and D.
2. At the student's request, the Board of Examiners may allow an examination to be taken in a form different from that covered by Article 3.3.1.
3. Students with a functional disorder will be given the opportunity to take examinations in a form that will compensate as far as possible for their individual handicap. If necessary, the Board of Examiners will seek expert advice on this matter. Applications for an adjusted exam should be at least one month before the exam.

Article 3.4 Oral Examinations

1. Unless the Board of Examiners decides otherwise, an oral examination may only be taken by one student at a time.
2. On request of the examiner or the student a neutral third party may be asked to attend an oral examination.

Article 3.5 Examination of practical modules

1. For practical modules, active and visible participation in the research training as well as the approval of a (research) report written by the student are required for passing the examination.
2. The assessment of internal practical modules and the written report of such modules will be conducted by one staff member.
3. The assessment of a external research training project will be conducted by an internal examiner and an external supervisor.

Article 3.6 Frequency and Examination Periods

1. There will be an opportunity to sit the examinations for the modules listed in Article 2.3 two times each year.
2. A module will be regular examined in the current year a module was not offered .
3. A module will be regular examined in the current year after the module was offered for the last time.
4. An exam for a practical is given once a year.

Article 3.7 Assessing the Final Degree Project

The assessment of a *final degree project (thesis or research projects/internships)* takes place within a general assessment framework. The supervisors (at least two) who have been appointed as examiners by the Board of Examiners will determine the mark together. If necessary, they will consult an external supervisor.

Article 3.8 Marking of Examinations and Publication of Grades

1. After an oral examination, the examiner will assess the examination immediately and provide the student with a signed exam sheet.
2. Examination results must be made known to the student no later than 10 working days after the date on which the examination was taken.
3. If an examination is taken in a form other than oral or written, the Board of Examiners will determine in advance how and when the student will receive written confirmation of the result.
4. The examiner will mark a written examination and provide the Education and Examinations Office with the necessary details for registration in the student administration.
5. A printout of individual student results is a valid confirmation of these results if authorized by or on behalf of the Board of Examiners. This printout can be asked for at the Education and Examinations Office.

Article 3.9 Validity

1. Examinations that have been passed remain valid indefinitely.
2. Contrary to the provision of Article 3.9.1, the Board of Examiners may decide to require a student to take a supplementary or substitute examination for a module taken more than six years previously before allowing that student to progress to the final assessment.

Article 3.10 Right of Inspection

1. On request, a student has the right to inspect his marked work during a period of six weeks after the results of a written examination have been made known. At the student's request a copy of his work is provided against costprice.
2. Within the time frame stipulated in Article 3.10.1, the student may request that he be allowed to peruse the examination paper and the assessment criteria.
3. The Board of Examiners may determine that this inspection or perusal will take place at a certain place and time. This inspection and perusal may be organized collectively.
If the person concerned can show that he was prevented by force majeure from attending at the indicated place and time, he will be offered another opportunity.

Article 3.11 Exemptions

At the student's request, the Board of Examiners, having discussed the matter with the examiner in question, may grant exemption from an examination on condition that the student:

- a. has completed part of a university or higher vocational course that is equivalent in content and level
- b. can demonstrate by work and/or work experience that he has sufficient knowledge and skills in respect of the module in question.

Article 3.12 Final Assessment

1. Students who have passed all examinations for a degree programme, including all optional modules, or have satisfied the requirements for all parts of the programme approved by the Board of Examiners, must apply for the certificate no later than four weeks after doing so.
The examination date entered on the certificate by the Board of Examiners is the date on which the student is deemed by the Board to have satisfied the final examination requirements.
2. If the student applies for the certificate after the period specified in article 3.12.1, the examination date entered on the certificate shall be the date on which the student is deemed by the Board of Examiners to have satisfied all the examination requirements, even if the date on which the Board takes this decision is in a subsequent academic year and the student is required to register for that year.
3. The Board of Examiners shall determine the final assessment after the student has presented proof that he has passed all the examinations of the degree programme.
4. Before the final assessment can be determined, the Board of Examiners may itself decide to test the student's knowledge of one or more modules or aspects of the degree programme, if and in as much as the grades for these modules provide a reason for doing so.
5. Students are deemed to have passed the final assessment if they have obtained a sufficient grade for each module (see Article 3.1.2).

Article 3.13 Degree

1. A student who has satisfied all the requirements of the final assessment shall be awarded the degree of “Master of Science”.
2. The degree awarded shall be registered on the final certificate.
3. The variant (P or M), specialization or Topprogramme will be registered on the diploma supplement.

Section 4 Selection procedure

Article 4.1 Previous education

1. The admission to the degree programme is set out in appendix F.
2. Holders of a Dutch or foreign Bachelor’s or Master’s degree with equivalent learning outcomes as the Bachelor’s degree programmes referred to in article 4.1.1 will also be admitted to the degree programme.
3. Students with Bachelor’s degrees other than those referred to in article 4.1.1 will be admitted at the discretion of the Admissions Board. Admission will be considered if:
 - a) the previous qualification is equivalent to the Bachelor’s degree programme requested in article 4.1.1;
 - b) the applicant has sufficient proficiency in the English language to participate in the programme (IELTS test score of 6.5, TOEFL-score of 580 (paper-based), 237 (computer-based) or 92 (internet –based) or equivalent).
4. The Board of Examiners can decide on an individual basis that one or more optional modules that are not in the curriculum of the applicant are mandatory modules of the Master’s of Science curriculum.
5. Admission within the meaning of article 4.1.1, 4.1.2 and 4.1.3 entitles students to register for the degree programme.

Article 4.2 Admission to different specializations

The admission to different specializations is set out in appendix F.

Article 4.3 Admission of HBO applicants

1. Applicants with a relevant HBO bachelor’s degree programme will be admitted to the degree programme after having passed a bridging programme of 30 ECTS.
2. Within the bridging programme the candidate is allowed to resit an exam only once, the one immediately after the first exam.

Article 4.4 Admissions Board

1. Admission to the degree programme and the various modules is assigned to the Admissions Board of the degree programme. This Board consists of:
 - a member, also the chairperson, selected from the professors who will teach the degree programme
 - two members selected from the other academic staff who will teach the degree programme.
2. The study advisor for the degree programme will be an advisory member and also secretary, (or a similar faculty employee).
3. The members of the Admission Board are appointed by the Board of Examiners.

Article 4.5 Applications procedure

1. The application deadlines for admission to the degree programme and given modules are set out in Appendix G. The application must be submitted to the Admissions Board.
2. Only in exceptional cases will the Admissions Board consider an application submitted after the date stated in Article 4.5.1.
3. The Admissions Board will make a decision before 1 June or 1 July respectively. The written admissions declaration will include information for the student about the possibility of an appeal to the Committee of Appeal for the Final Assessments.

Article 4.6 Conditional admission

1. At the request of a candidate who is preparing for the final examination for the Bachelor's degree programme listed in Article 4.1.1, the Admissions Board may admit the student to the degree programme on condition that:
 - 1) the student has passed the first year (propaedeutic examination)
 - 2) the deficiency in the bachelor's programme doesn't exceed 15 ECTS.
Modules consisting of only practicals and the final bachelor's degree project may not be part of this 15 ECTS deficiency.
2. Conditional admission must be converted into admission as laid down in Article 4.1 within six months. In the case one or more modules cannot be re-examined in the first semester the conditional admission must be converted within a year.

Section 5 Tutoring

Article 5.1 Study progress administration

1. The Faculty Board is responsible for the registration of the individual results of students.
2. The Faculty Board will provide each student with a certified overview of his results at least once a year.

Article 5.2 Tutoring

1. Within the framework of the admissions procedure, the Faculty Board is responsible for making an appointment with the student to discuss the individual degree programme he will follow.
2. The Faculty Board is responsible for providing the student with a course catalogue at the start of his degree programme.
3. The Faculty Board will ensure that the student has sufficient supervision during his degree programme, and will pay particular attention to possible changes deemed necessary to ensure the chosen programme is compatible either with conducting academic research or exercising a profession outside the university.

Section 6 Final Provisions

Article 6.1 Amendments

1. Any amendments to these Regulations will, after discussions with the Faculty Council and course committee, be confirmed by the Faculty Board in a separate decree.
2. An amendment to these Regulations shall not apply to the current academic year, unless it may reasonably be assumed that the amendment will not harm the interests of students.
3. In addition, an amendment may not influence the following to the detriment of students:
 - an approval issued within the meaning of Article 2.3
 - any other decision taken within the meaning of these Regulations concerning a student.

Article 6.2 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 6.2.1 are available from the Faculty office.

Article 6.3 Appeal procedure and unexpected events

1. Appeals against decisions made by an examiner or a Board of Examiners may be filed with the Board of Appeal for Examinations. Copies of the appeal procedure are available from the Student Service Desk.
2. In exceptional cases or cases not covered by these regulations, the Board of Examiners shall have the final say.

Article 6.4 Date of Commencement

These Regulations shall take effect on 31 August 2009.

**Appendix A Teaching outcomes of the degree programme
(art. 1.3)**

**Appendix B Specializations of the degree programme
(art. 2.2)**

**Appendix C Content of the degree programme
(art. 2.3)**

**Appendix D Optional modules
(art. 2.4)**

**Appendix E Entry requirements and compulsory order of
examinations
(art. 3.2)**

**Appendix F Admission to the degree programme and
different specializations
(art. 4.1.1 + art. 4.2)**

Appendix G Application deadlines for admission (art. 4.5)

Deadline of Application	Non-EU students	EU students
Nanoscience	February 1st 2009	February 1st 2009
Behavioural and Cognitive Neurosciences	February 1st 2009	June 1st 2009
Biomolecular Sciences (topprogramme)	February 1st 2009	April 15 th 2009
Evolutionary Biology (topprogramme)	February 1st 2009	February 1st 2009
Remaining FMNS Masters	April 15 th 2009	June 1st 2009