

**Faculty of Behavioural and Social Sciences**  
**Teaching and Examination Regulations (OER)**  
**Master's degree programme**  
**for the Academic Year 2017-2018**

**FGMW-17-F053 (definitive version April 2017)**

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The Teaching and Examination Regulations set out the specific rights and obligations that apply to each degree programme taught at the University of Groningen, for both students and the degree programme.

The University-wide section of the Student Charter sets out the rights and obligations that apply to all students.

These Regulations were decreed by the Board of the Faculty of Behavioural and Social Sciences on the 19<sup>th</sup> of January 2017 and approved by the Faculty Council where required on the 24<sup>th</sup> of January 2017.

## SECTION 1 GENERAL PROVISIONS

### Article 1.1 Applicability

1. These Regulations for academic year 2017-2018 apply to the teaching, examinations and final assessment of the English taught Master's degree programme in:
  - Educational Sciences (crohocode 66613),
  - Pedagogics (crohocode 66607),
  - Psychology (crohocode 60260),
  - Sociology (crohocode 66601),
  - Research Master in Human Behaviour in Social Contexts (crohocode 60654) ,

hereinafter referred to as **the degree programme**, and to all students enrolled in this degree programme. The aims and learning outcomes of the degree programme are set out in the **appendix**:

Appendix 1 Master's degree programme in Educational Sciences  
Appendix 1 Master's degree programme in Pedagogical Sciences  
Appendix 1 Master's degree programme in Psychology  
Appendix 1 Master's degree programme in Sociology  
Appendix 1 Research Master in Behavioural and Social Sciences

hereinafter referred to as **the appendix**.

2. The degree programme is provided by the Faculty of Behavioural and Social Sciences of the University of Groningen, hereinafter referred to as **the Faculty**.
3. These Teaching and Examination Regulations also apply to students of other degree programmes, faculties or institutes of higher education, insofar as they follow course units in the degree programme to which these Regulations apply.
4. Course units that students of the degree programme as referred to in Article 1.1.1 follow in other degree programmes or at other faculties or institutes of higher education are subject to the Teaching and Examination Regulations of that programme, faculty or institute.
5. These Regulations also apply to the admission of students to the Pre-Master's programmes referred to in Article 2.3 with a view to following the degree programme. In all other respects, the relevant Bachelor's OER will apply to students who are enrolled in a Pre-Master's programme.

### Article 1.2 Definitions

The following definitions apply to these Regulations:

- a. The Act: the Higher Education and Research Act (WHW: Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek)

- b. Student: a person registered at the University for the purpose of taking course units and/or examinations leading to the conferral of a university degree
- c. Degree programme: the Master's degree programme referred to in Article 1.1 of these Regulations, comprising a coherent set of course units
- d. Course unit: a syllabus unit or other part of the degree programme within the meaning of Article 7.3 of the Act, included in OCASYS
- e. OCASYS: the University of Groningen's online course catalogue
- f. ECTS credit point: a credit point within the meaning of the Act. The student workload of each course unit is expressed in ECTS credit points, whereby 1 ECTS is equivalent to a student workload of 28 hours
- g. Pre-Master's programme: a programme intended to remedy deficiencies for admission to the degree programme
- h. Test or examination: a test of the knowledge, understanding and skills of students, including an assessment of the results
- i. Final assessment: the final assessment for the Master's degree which is considered to be passed once all the requirements of the entire Master's degree programme have been satisfied
- j. Academic year: the period of time that starts on 1 September and ends on 31 August of the following year
- k. Semester: part of the academic year, either starting on 1 September and ending on a date to be determined by the Board of the University, or starting on a date determined by the Board of the University and ending on 31 August
- l. Board of Examiners: an independent body with the duties and powers as set out in Articles 7.11, 7.12, 7.12b and 7.12c of the Act, including assessing whether the requirements of the final assessment have been met
- m. Examiner: a person appointed by the Board of Examiners to set examinations and determine their results
- n. Admissions Board: the board that has decision-making powers in matters concerning admission to the degree programme on behalf of the Faculty Board
- o. Programme committee: the advisory body that fulfils the duties referred to in Article 9.18 of the Act.

All other terms will have the meaning that the Act ascribes to them.

## **SECTION 2 ADMISSION**

### **Article 2.1 Entry requirements**

1. Students with a Dutch or foreign certificate of higher education who possess the knowledge, understanding and skills at the level of a university Bachelor's degree and who can demonstrate the specific knowledge, understanding and skills as mentioned in the appendix will be admitted to the degree programme.
- 2a. The holder of a Bachelor's degree in Pedagogical Sciences from the University of Groningen is considered to have the knowledge and skills referred to in Article 2.1.1 and will be admitted to the Master's degree in Pedagogical Sciences on that basis.
- 2b. The holder of a Bachelor's degree in Pedagogical Sciences , with the differentiation Educational Sciences from the University of Groningen is considered to have the knowledge and skills referred to in Article 2.1.1 and will be admitted to the Master's degree in Educational Sciences on that basis.
- 2c. The holder of a Bachelor's degree in Psychology from the University of Groningen is considered to have the knowledge and skills referred to in Article 2.1.1 and will be admitted to the Master's degree in Psychology on that basis.
- 2d. The holder of a Bachelor's degree in Sociology from the University of Groningen is considered to have the knowledge and skills referred to in Article 2.1.1 and will be admitted to the Master's degree in Sociology on that basis.
3. In case of absence of a Bachelors degree as referred to in Article 2.1.2a thru 2.1.2d, the admission committee decides.
4. Notwithstanding the provisions of Article 2.1.1 and 2.1.2, there is a selection procedure for the Research Master in Behavioural and Social Sciences. The conditions for admission and the relevant procedure are set out in the appendix.
5. The entrance examination for the degree programme will be held twice a year; once for students starting in the first semester and once for students starting in the second semester. The Research Master in Behavioural and Social Sciences has one entrance examination, for students starting in the first semester.

### **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 Board of Examiners – before registration – to pass a Dutch or English language test, depending on the language of the chosen degree programme, to be administered by an agency stipulated by the Board.
2. The Dutch language proficiency requirement can be met by passing the state examination in Dutch as a Second Language (NT2).
3. The English language proficiency requirements are set out in the appendix.

### **Article 2.3 Pre-Master's programme**

1. Students who do not satisfy the entry requirements listed in Article 2.1 can remedy their deficiencies by successfully completing the specific University of Groningen Pre-Master's programme for the relevant Master's degree programme. The Pre-Master's programme has a student workload of 60 ECTS.
2. The entry requirements for the Pre-Master's programme can be found in the appendix. The Admissions Board of the relevant Master's degree programme will decide whether students are admitted to the Pre-Master's programme.
3. The Pre-Master's programme must be completed within two academic years. Students who fail to complete the Pre-Master's programme within this period will lose the results gained in the programme and may be banned from further participation in the Pre-Master's programme by the Faculty Board.
4. The entrance examination for the Pre-Master's programme will be held once a year, at the start of the programme in the first semester.

### **Article 2.4 Entry requirements for specializations**

A number of the specializations as referred to in Article 3.5 have additional entry requirements over and above those listed in Article 2.1. Please consult the appendix for more details.

### **Article 2.5 Admissions Board**

1. The Admissions Board has the power to take decisions on behalf of the Faculty Board in matters concerning admission to the degree programme.
2. The Admissions Board consists of:
  - a member, also the chairperson, selected from the professors who teach the degree programme
  - at least two members selected from the other academic staff who teach the degree programme.
3. The study advisor for the degree programme (or an equivalent member of faculty staff) will be an advisory member and also secretary.
4. The selection will be made by the Faculty Board, which will also set out the admissions procedure.

### **Article 2.6 Entrance examination: criteria**

1. Bearing in mind the admissions procedure for the degree programmes within the meaning of Article 2.1.1, the Admissions Board shall assess the knowledge and skills of the candidate. In addition to the written proofs of degree programme(s)

already followed, the Board may ask experts from within or outside the university to test certain areas of knowledge and skills.

2. Bearing in mind the admissions procedure for a specialization within a degree programme, the Admissions Board shall examine whether the candidate satisfies or will satisfy in good time the requirements set out in Article 2.4. The Board will bear in mind the motivation and ambition of the candidate to follow the relevant specialization, as well as the proficiency level of the candidate in the language the specialization will be taught in.

### **Article 2.7 Entrance examination: times**

The dates and the times of the entrance examination are set out in the appendix.

### **Article 2.8 – Re-registration for a Master’s degree programme**

Students who were admitted to the Master’s degree programme in a previous year can re-register as of September and February.

## **SECTION 3 STRUCTURE AND FINAL QUALIFICATIONS OF THE DEGREE PROGRAMME**

### **Article 3.1 Aim of the degree programme**

The aim and final qualifications of the degree programme are set out in the appendix.

### **Article 3.2 Type of degree programme**

The degree programme is full time.

### **Article 3.3 Language**

The degree programme is taught in English.

### **Article 3.4 Student workload**

The degree programmes have a study load of 60 (Psychology, Pedagogics and Educational Sciences)/120 (Research Master in Behavioural and Social Sciences) ECTS.

### **Article 3 Tracks**

The content and course set up of the course units within the different tracks are listed in the appendix, referring to prior knowledge which is required to participate successfully in these course units.

### **Article 3.6 Participation in course units**

1. Students may participate in course units of the degree programme if they register in good time via ProgRESS WWW (ProgressWWW.nl/Rug).
2. The maximum number of students for each course unit is listed in OCASYS.
3. Admission to course units with limited capacity is arranged according to the order of registration. Students who are registered for the degree programme will be given priority for the course units that belong to the required part of their programme.

### **Article 3.7 – Electives**

1. On the basis of a well-founded request by a student, the Board of Examiners may grant permission to:
  - a. replace a course unit in the examination programme by another course unit offered by the University of Groningen or another university in the Netherlands or abroad that dovetails well with the degree programme, or
  - b. to use one or more course units followed at the University of Groningen or another university in the Netherlands or abroad as electives in the degree programme.
2. When assessing such a request, the Board of Examiners will in any case evaluate the coherence of the set of course units (or part thereof) and the level of the course units followed.

## **SECTION 4 EXAMINATIONS AND FINAL ASSESSMENT OF THE DEGREE PROGRAMME; GENERAL PROVISIONS**

### **Article 4.1 Board of Examiners and examiners**

1. The Board of Examiners is the independent body that determines whether individual students have the knowledge, understanding and skills required to be awarded a degree.
2. The Faculty Board appoints the members of the Board of Examiners on the basis of their expertise in the field of the degree programme (or cluster of degree programmes) in question.
3. The Board of Examiners must comprise at least:
  - a. one member who is a lecturer in the degree programme (or in one of the degree programmes that are part of the relevant cluster of degree programmes)
  - b. one member from outside the degree programme (or one of the degree programmes that are part of the relevant cluster of degree programmes)



4. Members of the Faculty Board or other people who have financial responsibilities within the institution may not be appointed as members of the Board of Examiners.
5. The Board of Examiners will appoint examiners to set examinations and determine the results.
6. The Board of Examiners will set out the Rules and Regulations of the Board of Examiners.

#### **Article 4.2 Assessment Plan**

An Assessment Plan has been approved by the Faculty Board, comprising the following topics:

1. the learning outcomes of the degree programme
2. the course units of the degree programme and the learning outcomes of each course unit
3. the relationship between course units and learning outcomes
4. the mode of assessment and the assessment moments for each course unit
5. the test design and assessment procedures and assessment criteria used
6. the right of inspection
7. who is/are responsible for the implementation of the various components of the assessment policy
8. the method of regular evaluation.

#### **Article 4.3 Examination; general**

1. Examinations, both interim and final, provide students with the information they need to assess whether they have achieved or will achieve the required learning outcomes.
2. The results of an examination are given as pass or fail, in numbers on a scale of 1 to 10, expressed as 6 or more for a pass and 5 or less for a fail.

#### **Article 4.4 Compulsory order of examinations**

Certain modules must have been passed before the examinations for other modules can be taken. Where relevant, this is stated in the appendix to these regulations.

#### **Article 4.5 Examination frequency and periods**

1.
  - a. A student who registers for a course unit is automatically registered for the examination for that course unit.
  - b. Notwithstanding the provisions of Article 4.5.1.a, students can register and deregister for examinations during certain periods to be further defined.
  - c. The opportunity to take examinations in the specializations referred to in Article 3.5 is provided twice in an academic year.

2. The opportunity to take practicals is offered once a year within the Psychology degree programme.
3. Notwithstanding the provisions of Article 4.5.1, the opportunity to sit an examination for a module in the Psychology degree programme that has not been taught in a certain academic year shall only be provided once in that year.
4. Notwithstanding the provisions of Article 4.5.1, a student following the Sociology degree programme will be offered an additional resit when both of the following conditions apply: (i) he has passed all but one of the examinations of the master's programme, and (ii) there is no scheduled resit for that examination in the current academic year, so that the student would be unable to obtain his degree in the current academic year without this additional resit.
5. Notwithstanding the provisions of Article 4.5.1, it is not possible to re-sit an examination in a course which is already part of the graded final assessment as mentioned in Article 4.15.
6. Students may resit an examination for a course unit that is no longer offered at least twice during the first year after it has been removed from the curriculum.
7. If a student has completed all the compulsory parts of a course unit to the best of his or her ability but has still not passed, then the examiner may give him or her the opportunity to take a supplementary or replacement test.

#### **Article 4.6 Assessment of placement/internship or research assignment**

The assessment of a placement/internship or research assignment will be conducted by the on-site supervisor and the original commissioner, who will be appointed as examiners by the Board of Examiners.

#### **Article 4.7 Form of examinations**

1. Examinations will be taken in the manner stated in OCASYS.
2. At the student's request, the Board of Examiners may allow an examination to be taken in a form different from that stated in Article 4.7.1.
3. A mock version of each written examination, including an answer key, will be made available, which should be representative of the form, content, and level, as well as indicative of the size of the actual examination.

#### **Article 4.8 Oral examinations**

1. Unless the Board of Examiners decides otherwise, an oral examination may only be taken by one student at a time.
2. Oral examinations are public, unless the Board of Examiners or the examiner stipulate otherwise or the student objects to the public nature of the examination

due to extraordinary circumstances. A second examiner may attend the oral exam at the request of the student and/or the examiner.

#### **Article 4.9 Marking of examinations and publication of marks**

1. After an oral examination, the examiner will assess the examination immediately and provide the student with the relevant signed exam sheet, and will provide the Faculty administration with the necessary details for written confirmation of the result to be administrated in Progress.
2. The examiner will mark a written examination with essay questions within 10 working days of the day it was taken and mark a written examination with multiple choice questions within 5 working days, and will provide the Faculty administration with the necessary details for written confirmation of the result to be administrated in Progress.
3. If an examination is taken in a form other than oral or written, the Examinations Committee will determine in advance how and when students will receive written confirmation of the result.
4. The written exam sheet with the results of an examination will inform the student of his right of inspection, as stipulated in Article 3.9, as well as of the possibility of an appeal to the Board of Appeal for Examinations.
5. Students can lodge an appeal against the results of an examination with the Central Portal for the Legal Protection of Student Rights (CLRS) within 6 weeks of the date on which the result was announced .

#### **Article 4.10 Validity**

1. Completed modules remain valid indefinitely.
2.
  - a. Contrary to the provisions of Article 4.10.1, the Examinations Committee 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 relevant final assessment, provided that the knowledge of the student is demonstrably out of date.
  - b. In case of extraordinary personal circumstances, the validity of the examination is extended for the duration of the period that the student receives a provision from the Profileringsfonds.
3. Parts of examinations and assignments that were passed within a course unit that was not completed successfully, expire after the academic year in which they were acquired

#### **Article 4.11 Right of inspection**

1. On request, students have the right to inspect their marked work during a period of at least six weeks after the results of a written examination have been made known. Also on request, students will be provided with a copy of the work at cost price.
2. Within the timeframe stipulated in Article 3.14.1, the examinee may request that they be allowed to peruse the examination paper and the assessment criteria.
3. On their request, students will be provided with feedback about the correct exam answers, possibly organized in the form of a group perusal session. The examiner will announce in what form and where a perusal session will take place before the examination. This session will take place within one week from the publication of the exam results and if possible no later than four working days before the date of the resit. If the person concerned can show that they were prevented by force majeure from attending at the indicated places and times, they will be offered another opportunity, if possible within the period stated in article 4.11.1. .

#### **Article 4.12 Thesis**

1. A thesis can in principle only be used for one University of Groningen degree programme. Full or partial exemptions for a degree programme's thesis may be granted by the Board of Examiners based on a thesis written for another degree programme.
2. Theses are stored by the Faculty Board for a period of at least 7 years.
3. Students will be given the opportunity to write a final-year thesis twice per academic year.
4. The period(s) during which students can write theses will be published in the Student Handbook and/or OCASYS.
5. More detailed regulations on the design, content, timeframe and assessment of the thesis can be found in the Regulations for Bachelor's and Master's theses, which form part of these Teaching and Examination Regulations.
6. If by the end of the period referred to under 4.12.5 the assessor(s) is/are of the opinion that the thesis cannot be awarded a pass mark, the student will be given one opportunity to remedy the work in order to be awarded a pass mark of 6 within a timeframe defined by the degree programme.
7. The Board of Examiners is the only body that can deviate from the provisions of this Article at the written request of a student.

#### **Article 4.13 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 will be indicated on the degree certificate.

#### **Article 4.14 Honours ('judicium')**

1. The Board of Examiners shall determine whether or not the Master's degree certificate will be awarded an honours predicate.
2. Two different honours predicates are distinguished: 'Cum laude' and 'Summa cum laude'. The following conditions apply:
  - a) To be honoured Cum laude the following minimum conditions must be satisfied:
    - i. The mark for thesis must be at least 8.0
    - ii. The weighted average (not rounded off) for all course units, excluding the thesis, within the examination programme approved by the Board of Examiners is greater than or equal to 8.0
  - b) To be honoured Summa cum laude the following minimum conditions must be satisfied:
    - i. The mark for thesis must be at least 9.0
    - ii. The weighted average (not rounded off) for all course units, excluding the thesis, within the examination programme approved by the Board of Examiners is greater than or equal to 9.0
3. No honours are awarded if the study load of the exemptions in ECTS credit points is more than half the total number of ECTS for the degree programme.
4. Honours as referred to in Article 4.14.2 may only be awarded if the examinations for all course units except one were taken only once. One course unit may be resat, and only one resit may be taken for this course unit.
5. The thesis is excluded from the opportunity to re-sit a course unit in order to be rewarded honours.
6. Honours may only be awarded if no single course unit was awarded a mark less than 7.0.
7. No honours are awarded if a decision by the Board of Examiners has been taken to the effect that a student is no longer eligible for an honours predicate because cheating/plagiarism has been detected.
8. In certain circumstances, the Board of Examiners may depart from the provisions set out in Articles 4.14.2-7.
9. Students who started the degree programme before 1 September 2013 continue to fall under the honours regulations that applied to them on 31 August 2013.

#### **Article 4.15 Final assessment**

1. The degree programme is concluded with a final assessment.
2. a. If the student's study programme has been approved, The Board of Examiners determines the result of the final assessment as soon as the student has passed all

the required examinations, thereby acquiring the necessary academic training, and issues a certificate to confirm this.

b. If a student exceeds the relevant deadlines for approval of the study programme referred to under a, the Board of Examiners may postpone his or her graduation date. This date may be in the academic year following the year in which the last examination was passed.

3. Before the final assessment can be determined, the Board of Examiners may decide to test the student's knowledge of one or more course units or components of the degree programme, if and inasmuch as the marks for the relevant examinations provide a reason for doing so.
4. By determining the result of the final assessment, the Board of Examiners also commits itself to a speedy processing of the degree certificate ceremony.
5. If a student wishes to postpone the date of graduation due to extra examinations that still need to be taken, he or she must submit a request to this end to the Board of Examiners in good time.
6. The graduation date is the date on which the final assessment is passed, as determined by the Board of Examiners in accordance with the provisions of Article 4.15.2, and not the date on which the degree certificate is presented to the student.
7. The successfully passed final assessment as referred to in Article 4.15.1, and all assignments submitted within the framework of this assessment, will be kept on file by the Faculty Board for a period of at least 7 years.

## **SECTION 5                      EXAMINATIONS AND FINAL ASSESSMENT OF THE DEGREE PROGRAMME; SPECIFIC PROVISIONS**

### **Article 5.1 Examination provisions in special circumstances**

1. If not granting a student an individual examination provision would lead to an 'exceptional instance of unfairness of overriding nature', the Board of Examiners may decide to grant such a provision contrary to the stipulations of Article 4.5
2. Requests for individual examination provisions, including documentary evidence, must be submitted to the Board of Examiners as soon as possible.

### **Article 5.2 Examinations and performance disabilities**

1. Students with a performance disability will be given the opportunity to take examinations in a form that will compensate as far as possible for their individual disability. If necessary, the Board of Examiners will seek expert advice from the student counsellor of the Student Service Centre (SSC) before making a decision.
2. With regard to examinations for electives taken by students with a performance disability, the Board of Examiners of the degree programme that sets the

examination will comply with the facilities permitted by the Board of Examiners of the degree programme for which the student is registered.

### **Article 5.3 Exemptions**

1. At a 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 degree in the Netherlands or abroad that is equivalent in content and level
  - b. can demonstrate by work experience that he/she has sufficient knowledge and skills with respect to the course unit in question.
2. The validity period of exemptions granted for course units or parts thereof is identical to that for examination results.

### **Article 5.4 Request for additional resit**

1. Students may submit a request for an additional resit to the Board of Examiners.
2. Such a request may be granted if the student in question failed the relevant exam due to extraordinary circumstances and if not granting the request for an additional resit would result in unacceptable study delay.

### **Article 5.5 Authority of the Board of Examiners regarding electives offered by other degree programmes**

1. A request to take an elective offered by another degree programme must be approved by the Board of Examiners of the student's own degree programme.
2. The Board of Examiners of the other degree programme is authorized to set and assess the examinations and decide upon requests for alternative exam regulations.

### **Article 5.6 – Open Degree Programme**

- a. Students may choose to follow a degree programme's Open Degree Programme, which deviates from the regular specialization(s) of the degree programme. An Open Degree Programme must always be approved in advance by the Board of Examiners of the degree programme in which the student is registered.

### **Article 5.7 Cheating and plagiarism**

1. **Cheating** is an act or omission by a student designed to partly or wholly hinder the forming of a correct assessment of his or her own or someone else's knowledge, understanding and skills.
2. **Cheating** also includes plagiarism, which means copying someone else's work without correct reference to the source.

3. **Cheating** also includes misinforming to require additional facilities and arrangements concerning exams, tests and participation in courses.
4. If a student cheats, the Board of Examiners may exclude that student from participation in one or more examinations or final assessments for a maximum of one year or impose another appropriate measure or sanction.
5. In serious cases of cheating, the Board of Examiners may propose to the Board of the University to definitively terminate the student's registration.
6. The Board of Examiners will set out its course of action in the event of cheating in its Rules and Regulations.

### **Article 5.8 Invalid examination**

In the event of irregularities with regard to an examination that are so serious that an accurate assessment of the examinee's knowledge, understanding and skills cannot be made, the Board of Examiners may declare the examination invalid for either an individual examinee or a group of examinees.

### **Article 5.9 Course units completed elsewhere**

1. A Master's degree can only be awarded if at least two-thirds of the course units of the degree programme were followed at the degree programme during the student's period of registration as a student at the University of Groningen.
2. For Double Degree Master's degree programmes offered together with an institution abroad, at least one quarter of the programme must have been followed at the degree programme during the student's period of registration as a student at the University of Groningen.

### **Article 5.10 Termination of registration (*Iudicium Abeundi*)**

1. In extraordinary cases of reprehensible behaviour and/or statements made by a student, the Board of the University may, on the recommendation of the Board of Examiners or the Faculty Board, terminate that student's registration.
2. The Board of the University will not make a decision as referred to in Article 5.9.1 until after the student in question has been given the opportunity to respond to the proposed decision, the interests of the student and the institution have been carefully assessed, and it is reasonable to assume that the student's behaviour and/or statements prove him/her to be unsuitable for one or more of the professions which he/she is being trained for in his/her degree programme or for the practical preparation for the profession. In such cases the Faculty Board, the Board of Examiners and the Board of the University will follow the *Protocol Iudicium Abeundi* [protocol for termination of registration] as approved by the *Nederlandse Federatie van Universitaire Medische Centra* [Netherlands Federation of University Medical Centres] on 1 November 2010.



### **Article 5.11 Registration for course units and examinations**

1. To be allowed to participate in a course unit, students have to register for it via ProgressWWW, before the start of the block in which the course unit is taught.
2. During the first five weeks of a block in which a course unit is taught, students who haven't yet registered may visit the student desk to get still enrolled in the course.
3. A student who is not registered for a course unit, can't take an exam of that course unit.
4. A student who is registered for a course unit is also registered for the exam of that course unit.
5. A student with an insufficient mark on the first attempt of an exam is automatically registered for the resit.
6. A student can register for a maximum of four course units from a degree programme in each block.
7. A student is allowed to take more than four course units, but needs to make a study planning with the study advisor and hand in the study planning at the student desk.

## **SECTION 6 STUDY PROGRESS SUPERVISION**

### **Article 6.1 – Study progress administration**

1. The Faculty registers the individual results of the students.
2. The Faculty provides each student with a digital overview of the results once a year, at the end of the study year.
3. The Faculty will provide students with an authenticated written overview of the study results on their request.

### **Article 6.2 – Study progress supervision**

The Faculty Board will organize the introduction and the study progress supervision of students enrolled in the degree programme, partly to facilitate their progress and also with a view to identifying potential study options within and outside the degree programme.

## **SECTION 7 TRANSITIONAL AND FINAL PROVISIONS**

### **Article 7.1 Amendments**

1. Any amendments to these Regulations will, after due consultation with the programme committee and in consultation with – and where necessary upon the approval of – the Faculty Council, be confirmed by the Faculty Board in a separate decree.
2. 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.
3. 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 7.2 Publication**

1. The Faculty Board will duly publish these Regulations as well as any amendments to them.
2. Copies of the Teaching and Examination Regulations are available from the Faculty Office. These documents can also be found on the Faculty website via 'My University'.

### **Article 7.3 Date of commencement**

These Regulations will take effect on the 1<sup>st</sup> of September 2016.