Regulations regarding registration for more than 30 ECTS credit points in one semester

Students may register for course units with a total student workload of no more than 30 ECTS credit points. If a student wishes to register for more than 30 credit points, the student must contact the study advisor.

Objective of the regulations

These regulations stipulate that students wishing to register for course units with a total of more than 30 credit points must contact a study advisor. The study advisor will discuss with the student whether the student’s plans are realistic, taking into account a number of conditions. The study advisor will draw up a recommendation on the basis of this discussion, and will submit this recommendation to the Director of the Institute of Education.

Conditions

A request for permission to register for more than 30 credit points can be submitted only during the regular registration periods in June and November. The main condition for a positive recommendation is the provision, by the student, of a carefully considered plan and motivation to substantiate the request. If, in addition, one of the following applies, the student can obtain a positive recommendation from the study advisor to register for more than 30 credit points:

- In the semester preceding the registration period, the student has obtained all credit points; or
- The student has incurred a study delay due to circumstances which are not expected to play a role in the upcoming semester.

Principles

Principles underlying permission to register for course units totalling more than 30 credit points in one semester:

- Successful completion of course units from the previous year, or course units which constitute entry requirements for ensuing course units, should take priority.
- Following two degree programmes simultaneously does not automatically entitle a
student to register for more than 30 credit points. Nor is this the case if a student must resit an examination, or part of an examination.

Objections

A student can lodge an objection to a study advisor’s recommendation to withhold permission to register for more than 30 credit points by responding to the official decision of the Director of the Institute of Education through the secretary, (onderwijsinstituut.letteren@rug.nl). If the negative recommendation is upheld, students can follow the official complaints procedure.

Implementation

In the case of a positive recommendation, study advisors have been mandated by the Director of the Institute of Education to register students for the extra course unit or course units in ProgRESS WWW. If the course unit is full, the study advisor sends an email message to the secretariat of the degree programme, about the permission to follow extra course units.

Negative recommendations will be dealt with by the Office for Student Affairs in name of the Director of the Institute of Education. Study advisors submit their substantiated negative recommendations to bsz.let@rug.nl. The student will then receive an email from the Director of the Institute of Education which contains the negative recommendation of the study advisor and the decision, based on the recommendation, to withhold permission to follow extra course units, as well as information about the procedure to lodge an objection.