MODEL TEACHING AND EXAMINATION REGULATIONS

BACHELOR’s Degree Programmes

A. Model faculty section

B. Model programme-specific section

Disclaimer: This translation is provided for information purposes only. In the event of a difference of interpretation, the original Dutch version of this document is binding.
Introduction

General

Since the introduction of the Higher Education and Research Act (Wet op het hoger onderwijs en wetenschappelijk onderzoek, WHW) in 1993, the curriculum and assessment of every Dutch higher education programme, or group of programmes, must be outlined in a set of teaching and examination regulations (onderwijs- en examenregeling, OER).

Under Section 7.13, subsection 1, of the WHW, the OER must provide “adequate and clear” information about the programme. Section 7.13, subsection 2, lists the topics it must at least cover in terms of procedures, rights and obligations related to teaching and examination of a programme or group of programmes. The WHW also defines a number of other matters to be regulated in the OER. Attached to this document, as Appendix I, you will find a summary matching the provisions of this model OER to the relevant articles of the WHW.

The model OER is divided in two parts, sections A and B. Together, these form the basis for a full set of valid teaching and examination regulations. Section A, here headed “Faculty section”, is made up of provisions which can be applied to multiple programmes; section B, the “Programme-specific section”, contains those applicable to an individual degree programme. Although both sections are required to create an OER for a particular programme or group of programmes, they can be amended separately.

In terms of its structure, the model OER contained in this document has been adopted by the Executive Board of the University of Amsterdam as an official – and hence fixed – “guideline to deans” (hereafter “official guideline”), as defined in Section 9.5 of the WHW. It contains provisions of four kinds.

Most of its articles cover topics which must be regulated in an OER, pursuant to Section 7.13 or other provisions of the WHW. These texts are “boxed” in this document. If not fixed as official guidelines (see next paragraph), however, their wording may be amended as long as the topic concerned is still properly regulated within the prescribed structure.

Boxed texts shaded in grey have been adopted as official guidelines within the university, meaning that these matters must be regulated in the form provided. Their wording has been fixed by the Executive Board, taking into account the powers of relevant internal representative bodies. Consequently, they may not be amended at the faculty level. Appendix II contains a list of these articles, with the dates of their adoption and entry into force.

Texts not applicable to all programmes are preceded by the word “optional”, in italics and square brackets: [optional]. Optional sections of text are also enclosed in square brackets.

The remaining “unboxed” texts are not mandatory components of an OER under the WHW, and have also not been fixed as official guidelines. Some of these cover topics addressed in the WHW, but not specifically defined there as requiring inclusion in the OER. The remainder are included with a view to providing “adequate and clear” information, or in order to comply with the university’s own internal regulations. It is therefore strongly recommended that these be retained in the final OER, in the form provided in the model document.
If necessary, additional provisions may be added to regulate aspects specific to the programme in question. In that case, however, the structure and numbering system of the model OER should be maintained as far as possible. Ideally, such articles should be added at the end of an existing chapter and continue the numbering sequence of the last existing article. If provisions must be placed between existing articles, avoid disrupting the sequence by using a suffix letter (e.g. Article 1.1a). Consistency of numbering in all our OERs aids transparency and improves quality assurance.
Section A: Faculty section

1. General provisions
   Article 1.1 Applicability of the Regulations
   Article 1.2 Definitions

2. Previous education and admission
   Article 2.1 Previous education
   Article 2.2 Equivalent previous education
   Article 2.3 Entrance examination
   Article 2.4 Refusal or termination of enrolment (unsuitability/judicium abeundi)

3. Degree programme structure
   Article 3.1 Structure of academic year
   Article 3.2 Programme structure
   Article 3.3 Internationalisation

4. Assessment and examinations
   Article 4.1 Participation in examinations
   Article 4.2 Type of examination
   Article 4.3 Oral examinations
   Article 4.4 Determining and announcing results
   Article 4.5 Examination opportunities
   Article 4.6 Marks
   Article 4.7 Exemption
   Article 4.8 Validity period for results
   Article 4.9 Right of inspection
   Article 4.10 Post-examination discussion
   Article 4.11 Bachelor’s final examination
   Article 4.12 Diploma and transcript
   Article 4.13 Fraud and Plagiarism

5. Honours Programme
   Article 5.1 Honours programme

6. Academic student counselling, advice regarding continuation of studies and study progress
   Article 6.1 Administration of study progress and academic student counselling
   Article 6.2 Advice regarding continuation of studies
   Article 6.3 Binding (negative) advice regarding continuation of studies (BSA)
   Article 6.4 Personal circumstances
   Article 6.5 Adaptations for students with a disability

7. Hardship clause
   Article 7.1 Hardship clause

8. Transitional and final provisions
   Article 8.1 Amendments and periodic review
   Article 8.2 Transitional provisions
   Article 8.3 Publication
   Article 8.4 Effective date
Section B: Programme-specific section

1. General provisions
   Article 1.1 Definitions
   Article 1.2 Degree programme information

2. Programme objectives and exit qualifications
   Article 2.1 Programme objective
   Article 2.2 Exit qualifications

3. Further admission requirements
   Article 3.1 Additional previous education requirements
   Article 3.2 Entrance examination
   Article 3.3 Dutch language requirement for Dutch-language Bachelor’s programmes
   or
   Article 3.3 English language requirement for English-language Bachelor’s programmes
   Article 3.4 Free curriculum

4. Curriculum structure
   Article 4.1 Composition of programme
   Article 4.2 Academic development
   Article 4.3 Units of study
   Article 4.4 The major/compulsory units of study
   Article 4.5 Electives
   Article 4.6 Practical exercise [or: not applicable, n.a.]
   Article 4.7 Sequence of examinations
   Article 4.8 Further conditions for participation in units of study and examinations
   Article 4.9 Further conditions for examination opportunities
   Article 4.10 Participation in practical training and tutorials [or: n.a.]
   Article 4.11 Further conditions for exemption
   Article 4.12 Validity period for results
   Article 4.13 Degree

5. Electives
   5.1 Minors
   5.2 Electives
   5.3 Other electives

6. Honours Programme
   Article 6.1 Honours programme

7. Academic student counselling and advice regarding continuation of studies
   Article 7.1 Academic student counselling
   Article 7.2 Binding (negative) advice regarding continuation of studies (BSA)

8. Transitional and final provisions
   Article 8.1 Amendments and periodic review
   Article 8.2 Transitional provisions
   Article 8.3 Publication
   Article 8.4 Effective date
Section A: faculty section

1. General provisions

Article 1.1 Applicability of the Regulations
1. These Regulations apply to the teaching and examinations for the Bachelor’s degree programmes (hereinafter referred to as: the degree programme) provided by the Faculty of ……… (hereinafter referred to as: the faculty) of the University of Amsterdam.
2. These Regulations consist of a faculty section (A) and a programme-specific section (B). Section A contains general provisions and applies to the teaching and examinations of the Bachelor’s degree programmes of the Faculty of ………. Section B contains programme-specific provisions. Together, Sections A and B form the Teaching and Examination Regulations for the programme.
3. The Regulations can be declared to apply mutatis mutandis to the joint degree programmes and units of study, pursuant to Section 7.3c of the WHW, also provided by the faculty.
4. These Regulations apply to anyone enrolled in (units of study of) the programme, irrespective of the academic year in which the student was first enrolled in (units of study of) the programme.
5. Section B of these Teaching and Examination Regulations may contain additional general provisions for the relevant degree programme.

Article 1.2 Definitions
The following definitions are used in these Regulations:

a. ECTS (ECTS credit) an ECTS credit with a workload of 28 hours of study;
b. final examination (examen): the final examination of the Bachelor’s programme;
c. Examinations Board: the Examinations Board of one or more programmes of the faculty in accordance with Section 7.12 of the WHW;
d. examiner: the individual appointed by the Examinations Board to conduct examinations and determine the results, in accordance with Section 7.12c of the WHW;
e. fraud and plagiarism: the student’s acts or failures to act which make it wholly or partially impossible to accurately judge his/her knowledge, understanding and skills, see [website link] for the text of the Regulations;
f. joint degree: a degree awarded by an institution together with one or more institutions in the Netherlands or abroad, after the student has completed a degree programme (a degree programme, a major or a specific curriculum within a degree programme) for which the collaborating institutions are jointly responsible;
g. unit of study: a component of a degree programme to which an examination is linked;
h. degree programme: a coherent whole of units of study, aimed at achieving clearly defined objectives with regard to knowledge, understanding and skills which the individual who completes the programme must possess and to which a final examination is linked. An examination is linked to each unit of study.
i. programme charter: the programme-specific part of the Students’ Charter in accordance with Section 7.59 of the WHW; see [website link]
j. period: a part of a semester;
k. practical exercise: the participation in a practical training or other educational learning activity, aimed at acquiring certain (academic) skills. Examples of practical exercises are:
   • researching and writing a thesis;
   • carrying out a research assignment;
   • taking part in computer practicals;
   • taking part in fieldwork or an excursion;
• taking part in another educational learning activity aimed at acquiring specific skills, or
• participating in and completing a work placement;
l. programme: the totality and cohesion of the course components, teaching activities/methods, contact hours, testing and examination methods and recommended literature;
m. thesis: a unit of study comprising research into the literature and/or contributing to scientific research, always resulting in a written report;
n. final paper: see thesis;
o. SIS: the Student Information System;
p. course catalogue: the guide for the degree programme that provides further details of the provisions and other information specific to that programme. The course catalogue is available electronically at www...
q. workload: the workload of the unit of study to which an interim examination applies, expressed in terms of credits = ECTS credits (ECTS = European Credit and Transfer Accumulation System). The workload for 1 year (1,680 hours) is 60 ECTS credits;
r. academic year: the period beginning on 1 September and ending on 31 August of the following calendar year;
s. examination (tentamen): an assessment of the student’s knowledge, understanding and skills relating to a unit of study. The assessment is expressed in terms of a final mark. An examination may consist of one or more interim examinations (deeltentamens). A resit always covers the same material as the original examination;
t. University: the University of Amsterdam;
u. WHW: the Dutch Higher Education and Research Act (Wet op het hoger onderwijs en wetenschappelijk onderzoek).

The other terms have the meanings ascribed to them by the WHW.

2. Previous education and admission

Article 2.1 Previous education
1. A person will be admitted to the programme if he/she has a pre-university diploma as referred to in Section 7.24 of the WHW, or if he/she is exempt from this requirement based on Section 7.28, subsection 2 and subsequent subsections of the WHW, and insofar as this concerns a selective degree programme within the meaning of Section 7.57e of the WHW, the further admission requirements described in Section B.
2. Section B stipulates the cases in which individuals who do not meet the requirements for previous education as referred to in Section 7.24 of the WHW, but who are in possession of a first-year higher professional education (HBO) diploma are admitted to the degree programme.

Article 2.2 Equivalent previous education
1. Anyone possessing a diploma awarded in a state that is not party to the Lisbon Treaty (Treaty Series 2002, 137) must submit the diploma to the Executive Board via Student Services. The Executive Board will determine whether the student meets the requirements for admission to the programme based on the diploma and any additional evidence submitted.
2. Anyone wishing to obtain an exemption from the previous education requirements pursuant to Section 7.28 on the basis of a diploma not issued in the Netherlands cannot be enrolled until he/she has demonstrated sufficient proficiency in the language of instruction in order to follow the programme.
3. Anyone wishing to obtain an exemption from the previous education requirements pursuant to Section 7.28 on the basis of a foreign diploma satisfies, if applicable, the requirement for sufficient proficiency in the Dutch language once he/she has passed one of the examinations referred to in Section B or has obtained an exemption from taking this examination.

4. Anyone wishing to obtain an exemption from the previous requirements pursuant to Section 7.28 on the basis of a foreign diploma satisfies, if applicable, the proficiency requirement in English as the language of instruction once he/she has passed one of the examinations referred to in Section B at the level specified there.

### Article 2.3 Entrance examination (colloquium doctum)

1. Persons aged 21 years and older who do not meet the requirements for previous education referred to in Article 2.1 or 2.2 can submit a request to the Executive Board to take an entrance examination (colloquium doctum), as stipulated in Section 7.29 of the WHW.

2. Section B stipulates the requirements set for such an examination.

### Article 2.4 Refusal or termination of enrolment (unsuitability/judicium abeundi)

1. Based on the provisions of Section 7.42a of the WHW, the dean or the Examinations Board may, in exceptional cases, ask the Executive Board to terminate or refuse a student’s enrolment in a programme if that student’s actions or remarks show that he/she is unsuitable either for practising one or more of the professions for which the programme in question is preparing the student or for the practical preparation for professional practice.

2. If a student is suspected of being unsuitable as described in paragraph 1, the Examinations Board or the dean will institute an inquiry, of which the student will be informed immediately. The Examinations Board or the dean will not issue any recommendation without carefully considering the interests involved and giving the student the opportunity to be heard.

### 3. Degree programme structure

#### Article 3.1 Structure of academic year

1. The degree programme will be offered in a year divided into two semesters.

2. Every semester consists of three consecutive periods of eight, eight and four weeks.

3. In the first year of the programme, the programme will offer at least twelve contact hours per week.

#### Article 3.2 Programme structure and participation in education

1. The programme comprises the units of study included in Section B of the Teaching and Examination Regulations.

2. The programme has a workload of 180 ECTS.

3. A unit of study comprises 6 ECTS or a multiple thereof.

4. By way of exception to paragraph 3, Section B may stipulate that a unit of study comprises 3 ECTS or a multiple thereof. Academic development will be part of every degree programme.

5. If the student wishes to choose a different unit of study or a different minor than those stipulated in Section B as part of the electives, prior permission is required from the Examinations Board.

6. Unless this is done automatically, students must register for participation in the units of study. This will only be possible in the periods designated for that purpose. The periods and the procedures to be followed for registration for a unit of study will be determined by the dean before 1 June and published at [link].

8. Further conditions with regard to registration for participation in a unit of study, if applicable, are described in Section B.

9. Students who are only enrolled in one or more Master’s programmes may not take part in examinations in Bachelor’s programmes.
Article 3.3  Internationalisation
Attention will be paid to internationalisation during the Bachelor’s programme. How the degree programme defines this is specified in Section B.

4. Assessment and examinations

Article 4.1  Participation in examinations
1. Students who have correctly registered for participation in a unit of study and who have been admitted will also be registered for participation in the subsequent examination for this unit of study. Further provisions on this, if applicable, are included in Section B.
2. The provisions of paragraph 1 do not apply to students who are only enrolled in one or more Master’s programmes. These students may not take part in examinations in Bachelor’s programmes and therefore will not be registered.
3. Students who fail an examination at the first attempt are registered automatically for participation in a resit, unless stipulated otherwise in Section B.

Article 4.2  Type of examination
1. Section B stipulates the way in which a unit of study is concluded and the form any examination will take.
2. At the student’s request, the Examinations Board may permit a different form of examination than that stipulated in Section B. If applicable, more detailed regulations on this are included in the Rules and Guidelines for the Examinations Board.
3. A transitional arrangement for units of study that are no longer offered is described in Section B.
4. The further procedure for testing and the guidelines and instructions for assessing and determining the results of examinations are described in the Rules and Guidelines for the Examinations Board.
5. In the case of units of study including a written examination, the student is entitled to receive a sample examination with model answers. This sample is representative of the actual written examination in terms of its length, type, questions and content.

Article 4.3  Oral examinations
1. Unless otherwise specified for the relevant unit of study in Section B, no more than one student will be examined orally at the same time.
2. Unless otherwise specified by the Examinations Board, an oral examination will be taken in the presence of a second examiner.
3. During an oral examination, the examiner compiles a report containing a brief summary of the questions and the student’s answers. Alternatively, a sound recording of the examination may be made. The student is not entitled to take away the written report or sound recording at the end of the examination.
4. The further procedure for testing and the guidelines and instructions for assessing and determining the results of examinations are described in the Rules and Guidelines for the Examinations Board.

Article 4.4  Determining and announcing results
1. The examiner determines the result (= mark) of a written examination as soon as possible. The specific maximum term is defined in Section B, but in no case is this more than twenty working days. The examiner submits the necessary information to the Programme Administration, which ensures that the marks are registered immediately. The Programme Administration also ensures that the student is immediately notified of the mark, taking due account of the applicable confidentiality standards.
2. The examiner determines the result (= mark) of an oral examination as soon as the examination has finished and informs the student accordingly. The second sentence of the first paragraph applies.
3. In the case of alternative forms of oral or written examinations, the Examinations Board determines in advance how and by what deadline the student will be informed of the results.

4. When being informed of the result of an examination, the student’s attention will also be drawn to their right to inspect the assessed work and have a post-examination discussion as stipulated in Articles 4.9 and 4.10, as well as the option to appeal to the Examinations Appeals Board (COBEX).

5. The further procedure for testing and the guidelines and instructions for assessing and determining the results of examinations are described in the Rules and Guidelines for the Examinations Board.

6. A student may lodge an appeal against the way in which the result was reached with the Examination Appeals Board within six weeks of the announcement of the result. If the option of reassessment by the examiner is available, this does not affect the time period for lodging an appeal.

Article 4.5 Examination opportunities
1. Per academic year, two opportunities will be offered to take examinations in the degree programme, unless stipulated otherwise in Section B.
2. Paragraph 1 does not apply in the case of a work placement or thesis. The options for retaking work placements and theses are detailed in the relevant work placement manual or thesis regulations.
3. The most recent mark will apply in the event of a resit.
4. The resit for an examination must take place within a reasonable period following the announcement of the result of the examination being resat. This reasonable period for the programme in question is specified in Section B.
5. Further conditions concerning resits, if applicable, are described in Section B.

Article 4.6 Marks
1. Marks are given on a scale from 1 to 10, with a maximum of one decimal.
2. The final marks 5.1 to 5.9 are not awarded.

Article 4.7 Exemption
1. At the written request of the student, the Examinations Board may exempt the student from taking one or more examination components.
2. This exemption does not apply to the Bachelor’s thesis.
3. The Examinations Board will make a decision within twenty working days of receiving the written request.
4. Further conditions concerning exemptions, if applicable, are described in Section B and/or in the Rules and Guidelines for the Examinations Board.

Article 4.8 Validity period for results
1. The validity period of examinations passed and examination exemptions is specified in Section B.
2. The validity period of an interim examination is limited to the academic year in which it was sat or until the end of the unit of study concerned, as stipulated in Section B.
3. The Examinations Board can extend the limited validity period of an examination or exemption if a student submits a reasoned request to that effect. Further conditions, if applicable, are described in Section B.

Article 4.9 Right of inspection
1. For at least twenty working days after the announcement of the results of a written examination, the student can, on request, inspect his/her assessed work, the questions and assignments set in it, as well as the standards applied for marking.
2. The examiner can determine that the inspection or post-examination discussion referred to in paragraph 1 take place at a specified place and at a specified time. The place and time referred to
in the previous sentence are announced at the time of the examination and in the digital learning environment [link].
3. If the student was or is unable to attend at the place and time referred to in paragraph 2 due to participation in education or force majeure, an alternative option will be offered.
4. The student may request a copy of his or her written examination work within twenty working days following the announcement of the result of the examination.

Article 4.10 Post-examination discussion
1. If a collective post-examination discussion has been organised, individual post-examination discussions will be held only if the student has attended the collective discussion or if he/she was or is unable to attend the collective discussion due to participation in education or force majeure. Section B includes a list of those units of study for which a collective post-examination discussion is organised.
2. Students who meet the requirements stipulated in paragraph 1 can submit a request for an individual post-examination discussion to the relevant examiner. The discussion will take place at a time and location to be determined by the examiner.

Article 4.11 Bachelor’s final examination
1. The Examinations Board determines the results and date of the final examination after it has established that the student has passed all the units of study belonging to the programme.
2. A diploma can only be awarded after the Executive Board has declared that the student has satisfied all the procedural requirements, including the payment of tuition fees.
3. The regulations governing the award of the designation “cum laude” (with distinction) are contained in the Rules and Regulations for the Examinations Board.

Article 4.12 Diploma and transcript
1. The Examinations Board grants a diploma as proof that the student has passed his/her final examination. The Executive Board sets the model for the diploma. The Examinations Board adds a diploma supplement to the diploma providing information on the nature and content of the degree programme completed. The diploma supplement is drawn up in Dutch or English and complies with the European format.
2. Individuals who have successfully completed more than one examination and who cannot be awarded a diploma as stipulated in paragraph 1 will, on request, receive a statement to be issued by the relevant Examinations Board stating at least the components that have been successfully completed together with the units of study they involved, the number of ECTS obtained and when the examinations were completed.
3. The student can, within twenty working days and providing adequate reasons, request that the Examinations Board not proceed to award a diploma unless the student him-/herself submitted the request for its issue.

Article 4.13 Fraud and plagiarism
1. The provisions of the UvA Students Fraud and Plagiarism Regulations apply in full.
2. Electronic detection software programs will be used to detect plagiarism in texts. In submitting a text, the student implicitly consents to the text being entered into the database of the detection program concerned.

5. Honours programme

Article 5.1 Honours programme
1. The College/Graduate School director invites a student who meets the entry requirements to take part in the selection procedure for the Honours programme. The student will take this programme alongside the regular Bachelor's programme.
2. The Honours programme comprises 30 ECTS. The choices available to the student are described in Section B.
3. For admission to the Honours programme, the student must have secured all credits from the first year or, if joining the programme in the second semester of the first year, all credits from the units of study referred to in Section B, and have been awarded a weighted average mark of 7.5 or higher.
4. The number of participants, the selection procedure and the further selection criteria for the Honours programme are described in Section B.
5. In order to prevent significant unfairness, the College / Graduate School director can depart from the selection criteria referred to in the third and fourth paragraphs. Further conditions, if applicable, are described in Section B.
6. A student who:
   - has met the requirements of the regular Bachelor’s programme within the nominal duration of study and
   - achieved an average (weighted) mark of at least 7.5 for all components of the Bachelor’s programme and also met the requirements of the Honours programme will receive a Bachelor’s diploma with a transcript indicating that the student has successfully completed the Honours programme.

6. Academic student counselling, advice regarding continuation of studies and degree progress

**Article 6.1  Administration of study progress and academic student counselling**
1. The dean is responsible for the correct registration of the students’ study results in SIS. After the assessment of a unit of study has been registered, every student has the right to inspect the result for that unit of study via SIS and also to have a list of the results achieved put at his/her disposal in SIS.
2. Enrolled students are eligible for academic student counselling. The types of academic student counselling available are listed in Section B.

**Article 6.2  Advice regarding continuation of studies**
1. As soon as possible after resitting the examinations of the first semester of his/her first year as an enrolled student, and in any event before 1 February, the student will receive written advice on whether he/she can continue with the programme or not.
2. Students who receive negative advice, as referred to in paragraph 1, will be invited to a meeting in order to discuss their study methods, to reconsider their choice of study, and to discuss possible exceptional personal circumstances and a possible referral to another programme.
3. Every student in a full-time Bachelor's programme will be issued with advice by or on behalf of the dean regarding the continuation of his or her studies by the end of his or her first year of enrolment.
4. Different time periods may apply for students enrolled in part-time programmes. These are included in Section B, if applicable.
5. If a rejection is linked to the advice (‘negative advice regarding continuation of studies’) issued at the end of the first academic year of enrolment, the provisions of Article 6.3 apply.

**Article 6.3  Binding (negative) advice regarding continuation of studies (BSA)**
1. The advice issued at the end of the first academic year of enrolment will be a binding rejection if the student has not achieved the standard required for positive advice regarding continuation of studies. Binding negative advice regarding continuation of studies will not be issued if the student demonstrates that he/she did not meet the standard as a consequence of personal circumstances, as referred to in Article 6.4. The standard and, if applicable, other criteria on the basis of which binding negative advice may not be issued, is/are described in Section B.
2. Credits for exemptions do not count towards a determination of the number of acquired credits as referred to in paragraph 1, unless stipulated otherwise in Section B.
3. In accordance with paragraph 2 of Article 6.2, in the case of intended binding advice regarding the continuation of studies, a student who has not met the standard will be informed in writing that the dean intends to issue the student with negative binding advice regarding continuation of studies. The same procedure applies in the next year of enrolment if the student is permitted to continue with the degree programme as a result of personal circumstances (see Article 6.4) and has still not successfully met all of the requirements of the first year of study by that time.

4. Along with the information referred to in the previous paragraph, the student will also be informed of the possibility of being heard by or on behalf of the dean and of how he/she can apply for such a hearing.

5. As soon as possible after the hearing, it is determined by or on behalf of the dean which students will be issued with negative binding advice regarding continuation of studies.

6. Students may lodge an appeal against a decision on binding negative advice regarding continuation of studies with the institution’s Examination Appeals Board within six weeks of the day of the decision’s announcement.

7. Students who receive binding negative advice regarding continuation of studies may therefore not enrol in the Bachelor’s programmes named in Section B of Article 7.2 during the subsequent three academic years.

8. Further provisions concerning binding advice on the continuation of studies, if applicable, are included in Section B.

Article 6.4  Personal circumstances
1. The dean will not include a rejection in the advice regarding the continuation of studies in the case of personal circumstances as a result of which the student concerned cannot have been reasonably expected to have met the BSA standard set.

2. If a circumstance, as referred to in paragraph 3, should occur, the student must notify the study adviser as soon as possible, providing details of:
   a. the period in which the circumstance occurs or occurred;
   b. a description of the circumstance and its seriousness;
   c. the extent to which the student cannot or could not participate in instruction/classes or an interim examination.

   It is the student’s responsibility to submit documentary evidence to substantiate his/her notification. The further procedure on this is described in Section B.

3. Within the meaning of this article, only the following are deemed to be personal circumstances:
   a. illness of the student;
   b. physical, sensory or other function impairment of the student;
   c. pregnancy of the student;
   d. special family circumstances;
   e. membership of a representative advisory body or degree programme committee of the University;
   f. membership of an assessment committee as referred to in Section 5a of the WHW;
   g. membership of the committee of a student organisation designated by the Minister within the context of the Regulation on the Administrative Provisions for National Graduation Support in Higher Education;
   h. other individually determined personal circumstances and other activities described in individual cases of general benefit to society or in the interests of the University.

4. If the dean determines that there is a case of personal circumstances within the meaning of this article, the dean will determine a period that does justice to the nature and seriousness of the student’s personal circumstances in which the components of the first year of the degree programme can be successfully completed. The further procedure on this is described in Section B.
Article 6.5  Adaptations for students with a disability

1. A student with a disability can submit a written request to the study adviser to qualify for special adaptations with regard to teaching, practical training and interim examinations. These adaptations will accommodate the student’s individual disability as much as possible, but may not alter the quality or degree of difficulty of a unit of study or an examination. In all cases, the student must fulfil the exit qualifications for the degree programme.

2. The request referred to in the first paragraph will only be processed if accompanied by a recommendation from a student counsellor. The recommendation may be no more than twelve weeks old and must in part be based on a recent statement from a physician or a psychologist. In the case of a chronic disability, however, the said recommendation need only be provided once.

3. The dean or, on his/her behalf, the College/Graduate School director or the programme director decides on the adaptations concerning the teaching facilities and logistics. The Examinations Board will rule on requests for adaptations with regard to examinations.

4. A request for adaptations will be refused if it would place a disproportionate burden on the organisation or the resources of the faculty or university were it to be upheld.

5. In the event of a positive decision in response to a request as referred to in paragraph 1, the student will make an appointment with the study adviser to discuss the details of the provisions.

6. If the disability justifies an extension to the time in which the examination may be sat, the Examinations Board will issue a statement testifying to this entitlement to an extension.

7. The statement referred to in paragraph 6 is valid for a maximum period of one year. This period of validity can be extended on the recommendation of a student counsellor.

7. Hardship clause

Article 7.1  Hardship clause
In instances not regulated by the Teaching and Examination Regulations or in the event of demonstrable extreme unreasonableness and unfairness, the dean responsible for the degree programme will decide, unless the matter concerned is the responsibility of the Examinations Board.

8. Transitional and final provisions

Article 8.1  Amendments and periodic review (Section A)

1. Any amendment to Section A of the Teaching and Examination Regulations will be adopted by the dean, with due observance of the guideline under Section 9.5 of the WHW adopted by the Executive Board with regard to Section A, and with due observance of the competences of the relevant representative bodies.

2. An amendment to this section of the Teaching and Examination Regulations only pertains to an academic year that is already in progress if this does not demonstrably damage the interests of students.

Article 8.2  Transitional provisions
Notwithstanding the current Teaching and Examination Regulations, the transitional provisions described in Section B apply for students who started the programme under a previous set of Teaching and Examination Regulations.

Article 8.3  Publication

1. The dean will ensure the appropriate publication of Sections A and B of these Regulations, and any amendments to them.

2. The Teaching and Examination Regulations will be posted on the faculty website no later than 1 September of the academic year in which they are applicable and must also be included in the course catalogue.
Article 8.4  Effective date
Section A of these Regulations will come into force as of 1 September 20...

Thus drawn up by the dean of the faculty ....... on ...... 20...
Section B: Programme-specific section

1. General provisions

Article 1.1 Definitions
[a. xxx xxxx
b. xxx xxxx
e.tc.]

Article 1.2 Degree programme information
1. The programme […] is offered on a [optional: full-time, part-time, combined work-study] basis and the language of instruction is [optional: Dutch/English].
[1a optional: The part-time programme has a nominal study duration of […] year(s)].
[1b optional: This programme is offered in partnership with [the] University and leads to a joint degree.]
2. The programme includes the following specialisations:

2. Programme objectives and exit qualifications

Article 2.1 Programme objective
The programme aims to: …………

Article 2.2 Exit qualifications
In all events, a graduate of the degree programme will have:
1. knowledge and understanding in the field of ………
[2. Optional: Notwithstanding the provisions of paragraph 1, a graduate of the major X will have the following:
  - knowledge and understanding in the field of ………
  - ………
  etc.]

3. Further admission requirements

Article 3.1 Additional previous education requirements
1. For admission to the programme, a pre-university (VWO) diploma is required in the following subject cluster [optional: and the following additional requirements apply]:
[pre-university subject cluster Culture & Society /Economy & Society / Nature & Health/Science & Technology];
[optional: additional requirements: ……………………].
2. [optional] Students who do not meet the previous education requirements but have successfully completed the propaedeutic examination of a higher professional education programme can gain admission to the programme.
or Students who do not meet the previous education requirements but have successfully completed the propaedeutic examination of a higher professional education programme and submit the following diplomas or certificates:
…………
…………
or Students who do not meet the previous education requirements but have successfully completed the propaedeutic examination of a higher professional education programme can request a Statement of Admission from the dean if they have successfully completed one or more of the following tests: 

3. Students who do not meet the previous education requirements can access the programme by successfully completing one or more of the following tests: 

For selective degree programmes only: 4. Furthermore, the following further admission requirements apply / the following admission procedure applies in the context of Section 7.57e of the WHW: ...]

Article 3.2 Entrance examination (colloquium doctum)
1. The entrance examination referred to in Article 2.3 (Section A) concerns the following subjects at the final pre-university (VWO) examination level: 

2. The proof that the entrance examination (colloquium doctum) has been passed provides entitlement to admission to the intended programme or programmes for the academic year after the examination was taken only.

Article 3.3 Dutch language requirement for Dutch-language Bachelor’s programmes
A student whose previous education was not in a Dutch-speaking country must demonstrate that he/she has sufficient proficiency in Dutch in order to follow academic higher education successfully. This requirement can be met through the successful completion of one of the following examinations:

- the state examination for Dutch as a Second Language, examination II (NT2 II);
- CNaVT (Certificate in Dutch as a Foreign Language) PAT and PTHO examinations;
- foreign examinations that included Dutch, designated by the UvA.

or

Article 3.3 English language requirement for English-language Bachelor’s programmes
1. The proficiency requirement in English as the language of instruction can be met by the successful completion of one of the following examinations or an equivalent:
   - IELTS: 6.5
   - TOEFL paper based test: 580
   - TOEFL internet based test: 92-93
   - Cambridge Advanced English: A, B or C.

2. Exemption is granted from the examination in English referred to in paragraph 1 to students who, within two years before the start of the programme, have met the requirements of the VU test in English language proficiency TOEFL ITP, with at least the scores specified in paragraph 1, or
   - had previous education in secondary or tertiary education in an English-speaking country as listed on the UvA website, or
   - have an English-language ‘international baccalaureate’ diploma.

Article 3.4 Free curriculum
1. Subject to certain conditions, the student has the option of compiling a curriculum of his/her own choice which deviates from the curricula prescribed by the programme.
2. The concrete details of such a curriculum must be approved beforehand by the most appropriate Examinations Board.
3. The free curriculum is put together by the student from the units of study offered by the
University of Amsterdam and must at least have the size, breadth and depth of a regular Bachelor’s programme. The student must ensure that the proposed curriculum enables admission to at least one Master’s programme. In doing so, he/she does not commit him-/herself to actually take the Master's programme.

[optional: 4. The following conditions must at least have been met in order to be eligible for the Bachelor’s degree:
  a. At least …… ECTS must be obtained from the regular curriculum.
  b. The free curriculum must contain at least …… ECTS at the post-propaedeutic level]

4. Curriculum structure

Article 4.1 Composition of programme
1. The programme consists of the following components:
   a. academic development
   [b. major/compulsory units of study]
   [c. practical exercise]

Article 4.2 Academic development
1. Academic development is part of the degree programme. This includes:
   [optional:
   (1) Philosophical training/Philosophy of Science/History of Science
   (2) Methods & techniques
   (3) Critical reasoning/academic skills
   (4) Academic English]

Article 4.3 Units of study
The major comprises a package of compulsory and possibly optional units of study.

Article 4.4 The [major/compulsory] units of study are:

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<th>Year 1</th>
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Article 4.5  Electives
The first semester of the third year of the curriculum comprises elective units of study.

For the elective component, the student can take optional units of study designated as such, a minor offered by the faculty, a University minor designated as such, or a minor designated as such by the Examinations Board and listed as such in Section B.

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<th>Year 3</th>
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[optional: Article 4.6  Practical exercise]

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<th>Name of unit of study</th>
<th>Unit of study code</th>
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Article 4.7  Sequence of examinations
1. Students may participate in examinations [or practical exercises] of the units below only if they have passed the examination or examinations for the units mentioned hereinafter:
   .......... after passing ........
   .......... after passing ......... and .................
   etc.

2. optional: There is [a/no] prescribed sequence for participating in courses of the different components of the post-propaedeutic phase [for majors X, Y...].

3. The student may participate in the examinations or the practical exercises of the post-propaedeutic courses mentioned below only if he/she has passed the examinations of the following examination components:
   [for major X]
   ...
   ...
   [for major Y]
   ...
   ...

In exceptional cases, the Examinations Board may, at the student’s reasoned request, deviate from the sequence mentioned in paragraph 3 of this Article, with or without stipulating conditions.

Article 4.8  Further conditions for participation in units of study and examinations
A student who does not wish to sit an examination for which he/she has registered must cancel his/her registration in the following manner.....
Article 4.9  Further conditions for examination opportunities and collective post-examination discussions
1. A collective post-examination discussion is organised for the following units of study.
   ...
   ...
2. The following further conditions apply with regard to resits:

   [optional: Article 4.10  Participation in practical exercise and tutorials]
   1. In the case of a practical training, the student must attend at least …% of the practical sessions. Should the student attend less than …%, he/she must repeat the practical training, or the Examinations Board may have one or more supplementary assignments issued.
   2. In the case of tutorials with assignments, the student must attend at least …% of tutorials. Should the student attend less than …%, he/she must repeat the tutorial, or the Examinations Board may have one or more supplementary assignments issued.
   3. In exceptional circumstances, the Examinations Board may, at the request of the student, permit an exemption from this requirement if, in the opinion of the Board, the assessment of the intended skills is also possible with a lesser percentage of participation, with or without the imposition of supplementary requirements.]

Article 4.11  Further conditions for exemption
[Optional: 1. A maximum of …. ECTS credits of the curriculum can be accumulated through granted exemptions; 2. With regard to exemptions, the following also applies:.....]

Article 4.12  Validity period for results
1. The validity period for examinations and exemptions from examinations is ...
2. The validity period for the examinations below and exemptions from examinations is limited as follows:
   ......................
   ......................

Article 4.13  Degree
Students who have successfully completed the final examination and met all other requirements stipulated in the WHW will be given the degree of Bachelor of [optional Arts/Science/Laws], abbreviated to [BA/BSc/LLB]. The degree awarded is stated on the diploma. If it is a joint degree, this will also be stated on the diploma.

5. Electives

5.1. Minors
The student can take one of the following minors:

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<th>Name of unit of study</th>
<th>Unit of study code</th>
<th>Number of credits</th>
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5.2. Electives
The student can take one of the following units of study as part of the electives:

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<th>Name of unit of study</th>
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5.3 Other electives
[optional] If the student wishes to take a different unit of study than that stipulated in Article 5.1 or 5.2, advance permission must be obtained in writing from the Examinations Board.

6. Honours programme

1. The number of participants, the selection procedure and the further selection criteria for the Honours programme are as follows:
2. The Examinations Board may, at the student’s reasoned request, deviate from the selection criteria for the Honours programme and determine that a student may take part in this programme.
3. The Honours programme consists of the following components:

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<th>Name of unit of study</th>
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7. Academic student counselling and advice regarding continuation of studies

Article 7.1 Academic student counselling
1. The academic student counselling on this programme consists of:
   ……………………………….
   (e.g. tutors, mentors, study advisers, etc.)

Article 7.2 Binding (negative) advice regarding continuation of studies (BSA)
1. In order to obtain a positive advice regarding continuation of studies, the student must have obtained at least [42 or 48] ECTS by the end of the first year of enrolment for the propaedeutic phase of the programme.
2. optional: The quality requirements to meet the standard for positive advice regarding continuation of studies are:
   ………………………………..]
3. A student who has not achieved the standard for positive advice regarding continuation of studies by the end of the first year of enrolment, but has obtained written permission from or on behalf of the dean to continue the programme will again receive advice at the end of the subsequent academic year taking account of the standard of 60 ECTS.
4. Students who receive binding negative advice regarding the continuation of studies may therefore not enrol for the following Bachelor’s programme(s) offered by the Faculty during the subsequent three academic years: …
8. Transitional and final provisions

**Article 8.1  Amendments and periodic review (Section B)**

1. Any amendment to Section B of the Teaching and Examination Regulations will be adopted by the dean after taking advice from the relevant Board of Studies. A copy of the advice will be sent to the authorised representative advisory body.

2. An amendment to Section B of the Teaching and Examination Regulations requires the approval of the faculty representative advisory body if it concerns components not related to the subject of Section 7.13, subsection 2 under a to g, and subsection 4 of the WHW. Components related to the subject of Section 7.13, subsection 2, under v must be submitted to the faculty representative advisory body for advice.

3. An amendment to the Teaching and Examination Regulations only pertains to an academic year that is already in progress if this does not demonstrably damage the interests of students.

**Article 8.2  Transitional provisions**

Notwithstanding the current Teaching and Examination Regulations, the following transitional provisions apply for students who started the programme under a previous set of Teaching and Examination Regulations:

   .....  

   .....  

**Article 8.3  Publication**

1. The dean will ensure the appropriate publication of Sections A and B of these Regulations, and any amendments to them.

2. The Teaching and Examination Regulations will be posted on the faculty website and deemed to be included in the course catalogue.

**Article 8.4  Effective date**

Section B of these Regulations enters into force with effect from 1 September 201...

Thus drawn up by the dean on ...... 20...

Advice from Boards of Studies, 

    ......, date: ......  

    ......, date: ......  

    ......, date: ......  

Approved by the authorised representative body, on ......
## Appendix I

List of articles in these regulations derived from sections of the WHW mandating the inclusion of provisions in an OER (“boxed” texts).

### Section A

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<th>OER</th>
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<td>7.29, subsection 2</td>
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<td>7.13, subsection 2 (e)</td>
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<td>7.13, subsection 2 (h) and (l)</td>
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<td>7.13, subsection 2 (j) and (h)</td>
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<td>7.13, subsection 2 (m)</td>
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### Section B

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Appendix II

List of UvA official guidelines to deans, as per Section 9.5 of the WHW

*OER structure is an official guideline*  
Adopted: 20 November 2012  
Entered force: 1 September 2013

Section A

Art. 4.5, paragraph 3 *Most recent mark applies*  
Adopted: 14 February 2008  
Entered force: 14 March 2008

Art. 4.6  
*Marks*  
(5.5 as pass threshold)  
Adopted: 14 February 2008  
Entered force: 14 March 2008

(Final marks 5.1 to 5.9 are not awarded)  
Adopted: 27 January 2014  
Entered force: 1 September 2014

Art. 4.13  
*Fraud and plagiarism*  
Adopted: 25 May 2010  
Entered force: 1 September 2010
Appendix III

List of University of Amsterdam publications referred to in the model OER or otherwise relevant to it.

- Regulations Governing Fraud and Plagiarism for UvA Students, 2008 (last amended in 2010)
- Code of Conduct Governing Foreign Languages at the University of Amsterdam, 2000
- UvA Assessment Policy Framework, 2010
- Model Rules and Guidelines for the Examinations Board
- Model Programme Charter
- Honours Programme Framework.