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# **Historical summary of Teaching and Examination Regulations, Board of the University's model 2022-2023**

**Faculty of ....**

**Model**

**Teaching and Examination Regulations (OER)**

**Bachelor's degree programme**

.....

**for the 2022-2023 academic year**

**These Model Teaching and Examination Regulations set out the historical and legal basis for the articles. A grey text box indicates a quote from an article. A blue text box indicates an explanatory note or reference to an article or policy. In addition to the principles behind the articles, this overview also sets out the participation rights (right of consent/right to prior consultation) that each of the consultative participation bodies (Faculty Council/Programme Committee) has. A purple text box provides information about the Faculty Council and/or Programme Committee's right of consent concerning the topic in question.**



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**The Teaching and Examination Regulations (OER) 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 ..... on ..... (date) and approved by the Faculty Council and the Programme Committee where required on ..... (date).



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## SECTION 1 – GENERAL PROVISIONS

### Article 1.1 – Applicability

1. These Regulations for academic year 2021-2022 apply to the teaching, examinations and final assessment of the Bachelor's degree programme in ....., , with the CROHO degree programme code....., hereinafter referred to as: **the degree programme**, and to all students enrolled in this degree programme.
2. The degree programmes are organized by the Faculty of ..... 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 educational institutions, insofar as they follow course units in one of the degree programmes (including Minors) offered by the Faculty to which these Regulations apply.
4. Course units or Minors that students of the degree programme as referred to in paragraph 1 follow in other degree programmes or at other Faculties or higher education institutions are subject to the Teaching and Examination Regulations of that programme, Faculty, or institution.
5. These Teaching and Examination Regulations also apply to students enrolled in the degree programme for the purpose of following a pre-Master's programme as referred to in Article 8.6.1.

*7.13.1 of the Act: The board of the institution approves a set of Teaching and Examination Regulations for each of the degree programmes or clusters of degree programmes taught at the institution. The Teaching and Examination Regulations contain clear and adequate information about the degree*

Since 2010, Pre-Master's students must register for a Bachelor's degree programme in accordance with RIC Article 1 paragraph 1 sub h.

### Article 1.2 – Definitions

The following definitions apply to these Regulations:

- a. **academic integrity**: information about scientific integrity and the associated procedures can be found on the University of Groningen website: <https://www.rug.nl/about-ug/organization/rules-and-regulations/general/gedragscodes-nederlandse-universiteiten/wetenschappelijke-integriteit>;
- b. **academic year**: the time period that starts on 1 September and ends on 31 August of the following year;
- c. **Admissions Board**: the board that gives final decisions on admission to the degree programme, on behalf of the Faculty Board;



- d. binding (negative) study advice: negative study advice that is binding for the student in question and means the student may not continue with the degree programme. In accordance with Article 7.8b, paragraph 3 of the Act;
- e. Board of Examiners: an independent body charged with the duties and powers as stated in Articles 7.11, 7.12, 7.12b and 7.12c of the Act, including assessing whether the requirements of the final examination have been met;
- f. course unit: a module or other part of the degree programme within the meaning of Article 7.3 of the Act, included in OCASYS;
- g. definitive study advice: study advice that is issued once, which can involve rejection, in accordance with Article 7.8b. 1 and 7.8b.2 of the Act;
- h. degree programme: the Bachelor's degree programme referred to in Article 1.1 of these Regulations, comprising a coherent set of course units;
- i. ECTS credit point: a credit within the meaning of Article 7.4 of the Act. The student workload of each course unit is expressed in ECTS credits. One ECTS is equivalent to a student workload of 28 hours;
- j. examiner: a person appointed by the Board of Examiners to set examinations and determine their results;
- k. extraordinary circumstances: circumstances as referred to in Article 7.51 of the Act, which must be taken into account when reaching a decision as referred to in Articles 5.4 and 9.8. Within the University of Groningen, the implementation of Article 7.51 of the Act is stipulated in the University of Groningen's Graduation Fund Regulations. In these Regulations, extraordinary circumstances include, in any case, a disability or chronic illness, illness, pregnancy and delivery, extraordinary family circumstances, a degree programme which is not feasible, students with an elite sports status (issued by the elite sports coordinator), students with a 'student entrepreneur status' (issued by the UGCE), membership of a consultative participation body;
- l. final assessment: the final assessment for the Bachelor's degree, which is considered to be passed if all the requirements of the entire Bachelor's degree programme have been satisfied;
- m. Major: all compulsory course units in the propaedeutic and post-propaedeutic phases;
- n. matching: the procedure regarding activities focusing on the choice of degree programme and issuing programme recommendations, in accordance with Article 7.31 a ff. of the Act, further elaborated in Chapter 3 of the University of Groningen's Regulations for Registration and Tuition Fees;
- o. Minor component: a coherent set of course units that can be followed as part of the Minor allocation;
- p. Minor component: the scope for students to specialize within the degree programme;
- q. OCASYS: the University of Groningen's online Course Catalogue;
- r. personal Minor: the Minor personally compiled by the student, to deepen or broaden their degree programme, to be followed at their own faculty or at another Faculty;
- s. post-propaedeutic phase: the part of the Bachelor's degree programme following the propaedeutic phase;
- t. practical: a practical exercise, as referred to in Article 7.13 of the Act, in one of the following forms:
  - a thesis
  - a written assignment, paper or draft
  - a research project
  - participation in fieldwork or an excursion



- completion of a placement
- participation in another educational activity designed to teach certain skills;
- u. preliminary study advice: preliminary study advice linked to a study progress overview, which is issued halfway through the academic year in the propaedeutic phase;
- v. pre-Master's programme: a bridging programme that enables students to be admitted to a Master's degree programme;
- w. Programme Committee: the consultative participation body and advisory body that performs the tasks as described in Article 9.18 the Act;
- x. propaedeutic phase: the propaedeutic phase of the Bachelor's degree programme as defined in Article 7.8 of the Act;
- y. 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 to be determined by the Board of the University and ending on 31 August;
- z. student: a person registered at the University for the purpose of following course units and/or taking examinations leading to the conferral of a university degree;
- aa. study progress overview: a written overview of results with the associated ECTS credit points, which is sent to students by email;
- bb. test or examination: a test of the knowledge, understanding and skills of students, including an assessment of the results;
- cc. the Act: the Act (WHW: *Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek*; Higher Education and Research Act);
- dd. track: a graduation specialization as approved by the Board of the University;
- ee. university Minor: a broadening Minor that students can follow either at their own or a different Faculty;
- ff. VWO diploma: the diploma awarded upon completion of Dutch pre-university education, in accordance with Article 13.1 of the Secondary Education Act, or Article 7 of the Secondary Education Act BES.

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

*The University of Groningen has compiled its own policy for the establishment, evaluation and termination of tracks (referred to as specializations in the Act). This policy was last amended in 2017.*

Article 1.1 The Act contains the following definitions.



## SECTION 2 QUALIFICATIONS AND ADMISSION

***Please choose one of the versions of Article 2.1 listed below:***

***For degree programmes to which admission will be granted based on any pre-university education profile:***

**Article 2.1 – Admission to the degree programme**

1. A VWO diploma (with any profile) grants admission to the degree programme.
2. In addition to the certificates that grant admission to the degree programme according to the Act, holders of an equivalent certificate as listed in Appendix 1 will also be granted admission to the degree programme.
3. *Article 2.3 paragraph 3 applies to holders of a certificate as referred to in paragraph 2 (N.B. For English-taught degree programmes only).*

Articles 7.24 and 7.28 of the Act: entry requirements and exemptions on the basis of other diplomas.

***For degree programmes to which admission will be granted based on specific pre-university education profiles:***

**Article 2.1 – Admission to the degree programme with profile requirement**

1. A pre-university education diploma with the .... profile grants admission to the degree programme.
2. Holders of:
  - a pre-university education diploma that does not include the required subject profile;
  - another certificate listed in the Act that grants admission to the degree programme, or
  - a certificate of an equivalent qualification as listed in Appendix 1, does not grant admission to the degree programme unless it satisfies the conditions in paragraph 3.
3. Holders of one of the certificates listed in paragraph 2 may only enrol for the degree programme after having demonstrated sufficient knowledge at the VWO final examination level of the following subjects in the required VWO profile:  
.....  
.....
4. In extraordinary cases, the Admissions Board may request a university lecturer in the relevant course unit to arrange one or more tests to determine the student's knowledge as referred to in paragraph 3.

Articles 7.24 and 7.28 of the Act: entry requirements and exemptions on the basis of other diplomas. Some degree programmes are subject to further qualification requirements/specific profiles, see Article 7.25 of the Act.



**Article 2.2 – Admission to the degree programme based on a university of applied sciences, university, or Open University propaedeutic certificate.**

1. Holders of a propaedeutic certificate from a university of applied sciences Bachelor's programme in ...../university Bachelor's programme in ...../Open University Bachelor's programme in ....., who do not have a VWO diploma or equivalent degree as referred to in Article 2.1, will be granted direct admission to the degree programme.
2. Holders of a propaedeutic certificate from a university of applied sciences Bachelor's programme in ...../university Bachelor's programme in ...../ Open University Bachelor's programme in ..... will be granted admission to the degree programme after having demonstrated sufficient knowledge at VWO final examination level of the following subjects, in accordance with the admission requirements for VWO graduates: This applies to the following course units:  
.....  
.....
3. *Holders of a propaedeutic certificate from a degree programme other than the ones listed above and who do not have a VWO diploma or equivalent degree may submit a request to the Admissions Board for admission to the degree programme. The individual in question must demonstrate adequate substantive knowledge at the level of the pre-university education final examination, in accordance with the entry requirement that applies to pre-university education students. This applies to the following course units:*  
.....  
.....

Articles 7.24 and 7.28 of the Act: entry requirements and exemptions on the basis of other diplomas.

**Article 2.3 – 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 required by the Admissions Board – 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 will, in any case, be met by passing the national examination in Dutch as a Foreign Language (NT2).
3. The English language proficiency requirement will be met by passing an examination in English at the level of the pre-university education final exam or by passing the TOEFL with a score of at least ... (computer TOEFL ..., internet TOEFL ...) or an IELTS score of ... or a Cambridge Proficiency score of ....





*Article 7.28.2 of the Act:... If the certificate is one awarded outside the Netherlands, the board of the institution may decide that no final assessments or parts thereof may be taken until proof has been provided to the satisfaction of the relevant Board of Examiners that a sufficient level of Dutch has been achieved to successfully follow the degree programme. In addition, the board of the institution may also decide that the student in question may not register until the proof referred to in the previous stipulation has been provided.*

The authority to grant admission has been mandated to the admissions boards by the faculty boards.

## **Article 2.4 – Entrance examination**

1. A person who does not meet the entry requirement as referred to in Articles 2.1 and 2.2 may participate in an entrance examination (Colloquium Doctum), in accordance with Article 7.29 of the Act.
2. Students who wish to take the entrance examination must be aged 21 or over on the date on which the examination is held. This requirement can be waived if the person concerned holds a diploma that was issued outside the Netherlands, which grants them access to a university degree programme in their own country. The age requirement can also be waived if the person concerned has refugee status and is unable to present their diploma for that reason.
3. The Colloquium Doctum refers to the following course units at the stated level:  
.....  
.....  
.....  
The provisions of Article 2.3 apply.
4. A successfully completed entrance examination will grant admission to the University of Groningen degree programme for which it was taken for the duration of one academic year (or: two academic years) after the date on which the examination was taken.



*Article 7.29 of the Act*

1. *The board of the institution may exempt individuals aged 21 and above who do not meet the entry requirement referred to in Article 7.24.1 or 7.24.2, nor who are exempt from this requirement pursuant to Article 7.28, from that entry requirement if an investigation by a committee appointed by the board of the institution has shown that they are suitable for the relevant course of study and that they have sufficient command of the Dutch language to be able to successfully follow that course of study.*
2. *The test criteria will be set out in the Teaching and Examination Regulations.*
3. *The board of the institution may make an exception to the age requirement set out in paragraph 1 if the student in question has gained a certificate abroad that would grant admission to a higher education degree programme in their home country, or in extraordinary cases if no certificate can be presented.*
4. *The board of the institution may also make an exception to the age requirement set out in paragraph 1 in extraordinary cases concerning degree programmes in the field of the arts.*

The legal basis for Article 2.4.3 of the OER can be found in Articles 7.24 and 7.25 of the Act

## **Article 2.5 – Admissions Board**

1. The Admissions Board has the power to decide on behalf of the Faculty Board in matters concerning admission to the degree programme.
2. The Admissions Board consists of:
  - a member, also the Chair, selected from among the full professors who will teach in the degree programme;
  - one member/two members selected from among the other academic staff who will teach in 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. Nominations are made by the Faculty Board, which also determines the entry requirements.

The legal basis can be found in Articles 7.24 ff. The composition of the Admissions Board is set out in the Faculty Regulations and is included for information purposes in the OER.

## **Article 2.6 – Intake date and application dates**

1. There is one intake date per academic year, namely 1 September of each year.
2. The provisions of this Article also apply to students who reregister for the same degree programme.
3. *In addition to this intake date, there are several application dates on which registration may take place upon the approval of the Admissions Board, namely 1 November, 1 February and 1 April.*



4. *Different categories of students may be distinguished (see the letter sent on 9/10/15 (ref. 15/12981) to faculty boards regarding intake in the Bachelor's phase).*
5. Requests for admission after 1 September can be submitted to the Admissions Board by email: (include email address). A decision regarding this application will be taken within 4-6 weeks.

The legal basis can be found in Article 7.32.4 of the Act.

## Article 2.7 – Matching

*In the case of optional matching:*

1. *Prior to the first registration for the programme, prospective students are given the opportunity to participate in activities focusing on the choice of degree programme. Any prospective students who choose to participate in activities focusing on the choice of degree programme will receive a programme recommendation.*

*In the case of mandatory matching:*

1. *Prior to the first registration for the degree programme, prospective students are required to participate in the matching activities offered by that programme. Following their participation in matching, prospective students will receive a programme recommendation.*
2. The provisions in Chapter 3 of the University of Groningen Regulations for Registration and Tuition Fees (RIC) and the Faculty matching procedure apply.
3. Any University of Groningen students who, in the course of the academic year, are interested in registering for the degree programmes' propaedeutic phase, in accordance with Article 2.6 and who meet the entry requirements, are admitted after completing an interim matching activity (or activities), consisting of:
  - a) *completing the University-wide questionnaire; and*
  - b) *a matching activity to be determined by the Faculty, for example an interview with a study advisor, participation in a web class, and*
  - c) *possibly a second matching activity to be determined by the Faculty.*

*Or:*

3. *It is not possible to join the propaedeutic phase of the Bachelor's programme after 1 September.*
4. *Students who switch programmes within the binding study advice cluster are exempt from the obligation to participate in activities that focus on the choice of degree programme. (N.B. Only include this article if the degree programme falls into a binding (negative) study advice (BSA) cluster.)*

Based on Article 7.31b paragraphs 1 and 2 of the Act, included in Chapter 3 of the RIC. Matching regulations, latest version approved by the Board of the University on 20 April 2015 (and by the University Council on 30 April 2015). Regulations approved by the Board of the University on 17 February 2014 and by the University Council on 27 February 2014.



## SECTION 3 – CONTENT AND STRUCTURE OF THE DEGREE PROGRAMME

### Article 3.1. - Purpose and learning outcomes of the degree programme

1. The degree programme is designed to:
  - a. impart knowledge, skills, and understanding in the field of ....., and to enable the learning outcomes listed in paragraph 2 to be attained
  - b. promote academic development. This is defined as the development of competences (knowledge, skills and attitudes) concerning:
    - independent academic thought, action and communication
    - the use of the relevant academic instruments;
    - academic communication in the mother tongue;
    - the use of specific knowledge of a field in a wider academic, philosophical and social/cultural context
    - behavioural norms that apply during the degree programme and in the academic world
  - c. preparation for a further degree programme. Students become familiar with the theory and practice of academic research from the very start of their Bachelor's degree programme.
  
2. Graduates
  - a. have knowledge and understanding of the field of ....., in particular .....
  - b. have knowledge and understanding of the theoretical and methodological principles of .....
  - c. have mastered general academic skills, in particular with regard to .....
  - d. are able to apply their knowledge and understanding in such a way that they demonstrate a professional approach to their work or profession;
  - e. are able to reformulate a practical question or problem in their field into a clear, researchable problem definition; operationalize the concepts within this problem definition in an adequate way; study a topic from both theoretical and empirical perspectives, in their mutual relationship; present the results of such study in a coherent argument with a clear, synthesizing conclusion; use the results to answer the practical question or help clarify and if possible solve the problem; form a judgement that weighs relevant social, academic or ethical aspects
  - f. are able to communicate information, ideas and solutions to both specialists and laypersons
  - g. have the learning skills needed to continue on to a Master's degree programme.
  
3. The learning outcomes of the various individual course units can be found in the Appendix.

Based on Article 7.13.2 of the Act, this is the general provision in the Act concerning the Teaching and Examination Regulations.



The Programme Committee has the right of consent concerning paragraph 2 by virtue of Article 7.13. 2 c of the Act. However, the Minister has explained in a letter to the institutions that there is no intention to allow students to assess their own learning outcomes. As the letter does not mention sub c in the Programme Committee's right of consent, an amendment to the Act is expected.

### Article 3.2 – Conducting research

1. *Students who conduct research in the context of the degree programme do so in accordance with relevant legislation, the Dutch code of conduct for academic integrity, and the requirements of ethically sound research.*
2. *Throughout the entire research process, the student will adhere to the applicable policies and procedures, which are based on the faculty's data management policy.*
3. *Prior to the period of research, the student, together with their supervisor, can draw up a data management plan. This is then stored, in accordance with the faculty's data policy. At a minimum, this plan will address:*
  - *the student's responsibilities concerning the processing of personal data*
  - *the data storage measures (including security measures) used in the course of the research*
  - *the archiving and retention period and*
  - *the responsibility for reusing data after the research has been completed.*
4. *In general, the student holds the copyright on any theses or other independently written assignments that are intended to test their knowledge, understanding, and skills. If anyone else wishes to use the student's thesis or written work, the student must first give permission for them to do so. The University must be free to perform these procedures unconditionally if it is to archive theses and written assignments (whether or not these are under embargo) and to process them in accordance with the rules of the Dutch Inspectorate of Education and the Act. All students are obliged to give their unconditional consent to the aforementioned procedures.*

*Explanatory notes: The above article has been added as an optional provision. The use of responsible data management in research projects is one of the priority areas of the University of Groningen's data policy. It will only be relevant if, rather than participating in ongoing research, the student is expected to develop their own research plan. Faculty policy should be clear about the scope of the supervisor's responsibilities and those of the student. The data management plans must be stored in a retrievable way.*

### Article 3.3 – Type of degree programme

The degree programme is full time.

*Examples of alternatives*

- 1: *The degree programme is either full-time or part-time;*
- 2: *The degree programme is either full-time, part-time, or dual;*
- 3: *The degree programme is either full-time or dual.*

Based on Article 7.7 of the Act.

The Faculty Council has the right of consent by virtue of Article 7.13.2 i.

### Article 3.4 – Language of the degree programme

1. The degree programme is taught in *Dutch/English*.



2. *< For Dutch-taught degree programmes>: Notwithstanding paragraph 1, one or more parts of the degree programme may be taught in English, in accordance with the University of Groningen Code of Conduct: Languages Used in Teaching and Examinations.*

Based on Article 7.2 of the Act.

### **Article 3.5 – Student workload**

1. The degree programme has a student workload of 180 ECTS credit points.
2. The propaedeutic phase of the degree programme has a student workload of 60 ECTS credit points.
3. The student workload is expressed in whole ECTS credit points.
4. *The part-time variant has a student workload of 30 ECTS credit points a year.*

The student workload is based on Articles 7.4 paragraphs 1 and 3, and 7.4a paragraph 1 of the Act. The transfer from study credits to ECTS credit points was agreed at European level in the Bologna Declaration

The Programme Committee has the right of consent concerning 'the student workload of the degree programme and of individual course units in the degree programme' (Article 7.13.2 e of the Act).

### **Article 3.6 Practicals**

1. *The following course units, as referred to in Article 4.1 and Article 7.1 include, in addition to teaching in the form of lectures, a practical in the stated form and of the stated duration:  
no. 1: (mode)....., (duration) .. mornings/afternoons/weeks/months  
no. 4: (mode)....., (duration) .. mornings/afternoons/weeks/months, etc.*
2. *The examination for a course unit listed in this article may not be taken until after the relevant practical has been followed \*(and passed).*
3. *With regard to the following course units, successful participation in the relevant practical is considered to mean passing the examination:*

### **Article 3.7 – Contact hours**

1. The propaedeutic phase of the degree programme comprises a minimum of 480 contact hours a year (*full-time variant*) and a minimum of ... contact hours a year (*part-time variant*).
2. The post-propaedeutic phase of the degree programme comprises a minimum of ... contact hours a year (*full-time variant*) and a minimum of ... contact hours a year (*part-time variant*).



3. The structure of the contact hours is set out in Appendix 2 of these Teaching and Examination Regulations and is also registered in the Student Handbook and/or OCASYS.

Performance agreement (12 contact hours per week, approved by the Board of the University on 1 May 2012)  
<http://www.rcho.nl/asp/invado.asp?t=show&id=1417>.

The Faculty Council has the right of consent as the number of contact hours relates to the actual design of the teaching; Article 7.13.2 sub x.

### **Article 3.8 – Organization and examinations of the degree programme**

1. The degree programme is concluded by a final Bachelor's assessment.
2. The degree programme is divided into a propaedeutic phase and a post-propaedeutic phase.
3. *The entire degree programme comprises a Major and a University/Personal Minor.*

It can be deduced from Article 7.30.1 of the Act that students must first sit a propaedeutic exam.  
Article 7.8 paragraph 1 of the Act stipulates that the board of the institution can establish a propaedeutic phase.  
Article 3.7 paragraph 3 is the result of the Minors policy; Board of the University memo 5-03-2008 (08/02536).

### **Article 3.9 – Participation in course units**

1. If they have registered for a specific course unit of the degree programme in good time, by means of ... (reference to webpage), students can then participate in that course unit.
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 in their Major (*or Minor*).

*Alternative: Admission to course units with limited capacity is arranged according to predefined and published admission criteria and priority regulations. Students who are registered for the degree programme will be given priority for the compulsory course units in their Major.*

4. Students who are registered for the Bachelor's degree programme cannot access the course units of the Master's degree programme.

Article 7.3 paragraph 3 of the Act, every degree programme is concluded with a final assessment, every course unit is concluded with an examination.



The Faculty Council has the right of consent as the participation in course units relates to the actual design of teaching, Article 7.13.2 sub x.

## **SECTION 4 THE PROPAEDEUTIC PHASE OF THE DEGREE PROGRAMME**

### **Article 4.1 – Structure of the propaedeutic phase**

1. The propaedeutic phase comprises the following course units with their related student workloads.
  1. .... (.. ECTS credit points)
  2. .... (.. ECTS credit points)
  3. .... (.. ECTS credit points)
  4. .... (.. ECTS credit points) etc.
2. All course units and their modes of instruction are listed in OCASYS, the digital University Course Catalogue.
3. In situations of force majeure, where it is not reasonably possible to teach in the manner indicated in OCASYS, it is possible to temporarily switch to another format of teaching and examination. This is also subject to the condition that the adopted learning outcomes continue to be achieved after the change of format.

See Article 7.13.2 a, e and x of the Act. The content of the degree programme and its examinations is set out in the OER.

The relevant Programme Committee has the right of consent concerning the student workloads of the various course units; Article 7.13.2 e of the Act.





## SECTION 5 BINDING STUDY ADVICE

### **Article 7.8b of the Act – Study advice in the propaedeutic phase**

1. The board of a funded university, university of applied sciences or ideological university must provide advice to each student on whether it would be wise to continue studying within or outside their Bachelor's degree programme no later than by the end of their first year of registration for the propaedeutic phase of a full-time or dual programme. For part-time Bachelor's degree programmes, the board of the institution will determine when this advice is issued.
2. Notwithstanding the provisions of paragraph 1, the board of the institution may issue advice to a student at any time until the propaedeutic assessment has been passed.
3. Advice as referred to in paragraphs 1 and 2 may result in rejection of the student in question for certain degree programmes designated by the board of the institution within the time period referred to in paragraph 2, but not before the end of the first year of registration. Such a rejection may only be issued if the student in question, bearing in mind their personal circumstances, must in the opinion of the board of the institution be considered unfit for the degree programme because the study results do not satisfy the requirements set in this regard by the board. The board of the institution may assign a certain period of time to a rejection. The board of the institution may also extend rejections to include degree programmes that share a joint propaedeutic assessment with the degree programme in question. The board of the institution may only use the authority set out in this provision if it provides all the facilities needed to enable students to achieve the required study progress in the propaedeutic phase of the relevant degree programme.
4. Before issuing a rejection, the board of the institution will give the student a warning including a reasonable term within which their study results must have improved to the satisfaction of the board. The board of the institution will grant the student an opportunity to put their case before being rejected.
5. When a student is rejected by virtue of paragraph 3, their registration for the degree programme in question at the relevant institution will be terminated. The student will not be able to reregister for the same degree programme at the same institution unless the board of the institution has applied the third stipulation of paragraph 3 or the student applies for registration for the degree programme at a later time and can then demonstrate that they will be able to successfully follow the programme.
6. The board of the institution will define more detailed regulations for the implementation of the provisions set out above. These regulations will at least include the study results and the facilities referred to in paragraph 3, as well as the term referred to in paragraph 4.
7. An Order of Council will determine which personal circumstances, as referred to in paragraph 3, the board of the institution must take into account in its assessment.
8. For the purposes of this article, 'propaedeutic phase' includes the first period of a university Bachelor's degree programme, with a student workload of 60 ECTS credit points, and 'propaedeutic assessment' includes the set of examinations for the course units in the first period of an academic Bachelor's degree programme, with a total student workload of 60 ECTS credit points.

Policy, approved by the University Council on 29 March 2012, implemented in academic year 2012-2013. Adapted in response to a letter from the Minister dated 12 September 2016 about discontinuation of the P-in-2 rule, confirmed in

### **Article 5.1 – Preliminary study advice**



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 groningen

1. Halfway through the first semester of the first year of registration in the propaedeutic phase of the degree programme, students will receive a study progress overview specifying the student workload realized thus far.  
*Additional study progress overviews will be sent to students later in the academic year.*  
(Paragraph 6)
2. As soon as possible **after the end of the first semester**, but no later than 1 March, the student will receive written preliminary study advice. (Paragraph 4 & 6)
3. This preliminary study advice will include a warning if the student has made insufficient progress with their studies, such that the student still has the opportunity to improve their performance. (Paragraph 4)
4. If the student's study progress is so unsatisfactory that they cannot reasonably be expected to meet the conditions for positive study advice, as referred to in Article 5.2.2 a and b, the student will be invited to attend a meeting with their study advisor. The aim of the meeting is to discuss the student's study habits, to reassess the choice of degree programme and if necessary to refer them to a different degree programme. (Paragraph 3, 6 & 7)

#### **Article 5.2 – Definitive study advice**

1. Students must earn at least 45 ECTS credits in their first year of registration in the propaedeutic phase of the degree programme. This is known as the BSA (binding (negative) study advice) threshold.
2. A definitive study advice is issued at the end of the **first academic year**, by 31 July at the latest. This can be either: (Paragraph 1 & 2)
  - a. **positive**: if the student has obtained at least 45 ECTS credit points (*20 ECTS credit points in the case of part-time students*) for the propaedeutic programme.
  - b. **negative**: if the student has obtained fewer than 45 ECTS credit points (*20 ECTS credit points in the case of part-time students*) for the propaedeutic programme. This study advice is binding for the student (binding study advice), by virtue of Article 7.8b.3 of the Act.
3. *In the event that the preliminary study results are insufficient to such an extent that the student cannot reasonably be expected to pass the 45 ECTS (or 20 ECTS for part-time students) threshold by the end of the first year of study, a binding (negative) study advice may be issued subsequently to the preliminary study advice as referred to in Article 5.1 before the end of the academic year. This may also be at the request of the student. The procedure set out in Article 5.5 will apply.* (Paragraph 1 & 6)
4.
  - a. The Faculty Board will take extraordinary personal circumstances as referred to in Article 5.4 into account in its decision on which study advice to issue in the first year of registration for the degree programme. (Paragraph 6)
  - b. Notwithstanding the provisions in paragraph 2, if no assessment can be made with regard to a student's suitability for the degree programme due to personal circumstances



in the first year, the assessment may be postponed until a later date within the propaedeutic phase. An adapted binding (negative) study advice threshold may be agreed upon in such cases.

Binding (negative) study advice regulations for personal circumstances approved by the Board of the University on 8 June 2010. Article 5.2 paragraph 5 sub 2 of the OER is linked to Article 3 of the Graduation Fund regulations (regulations since 1 September 2015). The discontinuation of the propaedeutic assessment was approved by the Board of the University

### **Article 5.3 – Exceptions to the definitive study advice**

Based on Article 7.8b, paragraphs 3 and 6 of the Act. Included in OER since 2011-2012.

#### ***Multiple degree programmes at the University of Groningen***

1. Students who are registered for the propaedeutic phase of 2 or more University of Groningen degree programmes in their first year of registration and by the end of the year satisfy the binding (negative) study advice (BSA) threshold as referred to in Article 5.2 paragraph 1 for one degree programme will not have to satisfy the BSA threshold for the other programme (or programmes) in that year. After the student has successfully completed the propaedeutic phase of one degree programme, they are no longer have to satisfy the binding study advice threshold when registering for other degree programmes.

#### ***Propaedeutic certificate already obtained***

2. If the student has already completed the propaedeutic phase for a university programme at the University of Groningen or another Dutch university, or – if this is not the case – if they have completed the 60 ECTS credit points of the first year at the discretion of the Board of Examiners, then the student is not subject to the binding study advice rule for the University of Groningen degree programme for which they registered in the propaedeutic phase.

#### ***Deregistration before 1 March***

3. No definitive study advice will be issued to students who submit a request for deregistration before or as of 1 March of the first year of registration for the propaedeutic phase of the degree programme. If this student re-registers in a subsequent academic year, they will once again be subject to the procedure referred to in Article 5.1 in that subsequent academic year. The binding (negative) study advice regulations for the academic year in which they reregister for the degree programme will then apply.

#### ***Deregistration before 1 March + registration as of 1 February***

4. Article 5.2 applies without prejudice to any students who deregister from a degree programme before 1 March and who register by 1 February of that same academic year for a programme belonging to the same programme cluster, indicated in Appendix xxx.
5. Article 5.2 applies without prejudice to any students who deregister from a full-time variant of the degree programme before 1 March and who register by 1 February of that same academic year for a part-time variant of that same programme or for a programme belonging to the same programme cluster, indicated in Appendix xxx.



## **Registration as of 1 February**

6. An adapted binding (negative) study advice threshold will apply to students who register for a University of Groningen Bachelor's degree programme as of 1 February and have not previously been registered as students in the same academic year. At the end of the second semester of their first year of registration, students must have obtained 20 ECTS credit points from the second semester of the degree programme's propaedeutic phase (*less than 10 ECTS in the case of a part-time programme*). In all other respects, the provisions of Article 5.2 are correspondingly applicable.

### **Article 5.4 – Extraordinary circumstances**

The basis for Article 5.4 of the OER can be found in Article 7.8b paragraph 3 of the Act (see explanatory notes to Article 5.2 paragraph 5 of the OER). Amended version in response to the letter from the Minister about the application of binding study advice.

1. When deciding whether to issue a binding (negative) study advice, the Faculty Board will take a student's extraordinary or personal circumstances into account at that student's request. The Faculty Board can thereupon decide to adjust the binding (negative) study advice threshold or postpone issuing a study advice.  
The student's study behaviour is also taken into account in this assessment, as are the agreements that they have made with their study advisor and/or their study schedule, the timing of notifications concerning extraordinary circumstances, and the study results they achieved at the end of their first academic year.
2. Students must report any extraordinary circumstances to the study advisor as soon as possible in order to ensure optimum support. The Faculty Board, or the Faculty BSA Committee on its behalf, will make a decision in response to a student's request for a postponed advice or an adapted binding (negative) study advice threshold. If the study schedule drawn up with their study advisor is not met due to the binding study advice threshold (which may or may not have been modified), the student must notify their study advisor about this as soon as possible. (Article 7.8b.6 of the Act)
3. If no assessment can be made at the end of the first academic year with regard to a student's suitability for the degree programme due to extraordinary circumstances as referred to paragraph 1, the assessment may only be postponed at the end of the first academic year of the propaedeutic phase.
4. Any study advice that is deferred can still be issued as long as the propaedeutic phase has not yet been completed.
  - a. This advice will be positive if the (possibly adapted) binding (negative) study advice threshold has been passed.
  - b. The advice will be negative (and binding) if the student in question still fails to pass the (possibly adapted) binding (negative) study advice threshold in the propaedeutic phase. All students whose study advice has been postponed (whether or not combined with an adaptation of their binding (negative) study advice threshold) are expected to draw up a study plan in consultation with



*their degree programme's study advisor/mentor/assigned supervisor, comprising at least the following:*

- c. the propaedeutic course units that have not yet been passed, with a relevant timeline;
- d. the post-propaedeutic course units that may be followed in addition to the course units listed under a.

Policy based on Article 7.8b.6 of the Act.

5. Circumstances as referred to in paragraph 1 do not automatically lead to a successful application for a grant from the Graduation Fund.

Article 3 of the Financial Support Regulations for University of Groningen student members of consultative/administrative bodies, committee members of student organizations and elite athletes: *In addition to the provisions of Article 2 of these Regulations, Bachelor's students who, during an academic year, are members of a consultative participation body, committee or board as set out in Appendix 2b to these Regulations are entitled to financial support if they obtained a provisional or definitive positive study advice in the propaedeutic phase.*

### **Article 5.5 – Procedure for issuing a definitive study advice**

1. A definitive study advice is issued by the Faculty Board on behalf of the Board of the University. The decision will also state the applicable safeguards of legal rights.

Based on Article 7.8b.3 of the Act, the binding (negative) study advice is issued by the board

2. Before a binding (negative) study advice is issued, students will receive notice of the intention to issue one, after which they will be given the opportunity to put their case to the Faculty Board or its representative.

Based on Article 7.8b.4 of the Act and Article 4.7 of the General Administrative Law Act.

### **Article 5.6 – Consequences of a binding (negative) study advice**

1. Students who have received a binding (negative) study advice may not register for the degree programme, or for any other degree programme in the cluster of related degree programmes listed in Appendix xxx, for a period of *2 years* from 1 September of the next academic year.

Based on Article 7.8b.5 in conjunction with Article 7.8b.3 of the Act.

2. Students who have been issued a binding (negative) study advice are not permitted to follow course units in this degree programme via a different degree programme or educational institution in order to avoid the consequences of their binding (negative) study advice. No exemptions will be granted for course units completed in this way, nor will such completed course units be recognized within the framework of the degree programme in any other way.

### **Article 5.7 – Consequences of positive study advice**



1. Holders of a positive study advice for the University of Groningen degree programme in question will be admitted to the post-propaedeutic phase of the degree programme.
2. Notwithstanding paragraph 1, certain course units may be subject to the entry requirement that a previous course unit must have been successfully completed. This compulsory order of course units is set out in OCASYS and in Article 9.3 of these Teaching and Examination Regulations.
3. *Admission does not apply to the degree programme's Minor. The requirement here is that the full propaedeutic phase be completed.*

## **SECTION 6                      ADMISSION TO THE DEGREE PROGRAMME'S POST-PROPAEDEUTIC PHASE**

### **Article 6.1 – Criteria for admission to the post-propaedeutic phase**

The following persons may be admitted to the post-propaedeutic phase of the degree programme, subject to the approval of the Admissions Board:

1. *Holders of a propaedeutic certificate, or students who have earned 60 ECTS credit points in the first year of study in a related degree programme.*

*Article 7.30.1 of the Act: Students who wish to register for the post-propaedeutic phase of a degree programme must possess a certificate stating that they have successfully completed the propaedeutic assessment of the relevant degree programme or of a degree programme that uses the same propaedeutic assessment.*

2. *The Admissions Board may grant exemption from the requirement stipulated in paragraph 1 to holders of a diploma gained in the Netherlands or elsewhere and considered by the Admissions Board to be at least equivalent to the propaedeutic certificate referred to in paragraph 1.*

*Article 7.30.2 of the Act: The board of the institution may grant exemption from the requirement stipulated in paragraph 1 to holders of a diploma gained in the Netherlands or elsewhere and considered by the board of the institution to be at least equivalent to the propaedeutic certificate referred to in paragraph 1.*

### **Article 6.2 – Hardship clause for admission to the post-propaedeutic phase**

In situations where a change to educational content/educational force majeure demonstrably leads to an unfairness of overriding nature, the Board of Examiners may deviate from the provisions of Articles 6.1 and 5.7. Such cases must involve a unique individual circumstance that is so distinctive that admission cannot reasonably be denied.

Based on Article 7.30.3 of the Act: the Board of Examiners can deviate from Article 7.30.1 of the Act.



## SECTION 7

# POST-PROPAEDEUTIC PHASE OF THE DEGREE PROGRAMME

### Article 7.1 – Structure of the post-propaedeutic phase

1. The post-propaedeutic phase comprises the following course units and student workloads:
  1. .... (..ECTS credit points), (*Major*;) )
  2. .... (..ECTS credit points), (*Major*;) )
  3. 15 or 30 (2 x 15) ..... (..ECTS credit points), (*Minor component*)
  4. etc.

In accordance with Article 7.13.2 a of the Act. The content of the degree programme and its examinations is set out in the OER.

The relevant Programme Committee has the right of consent concerning the student workloads of the various course units; Article 7.13.2 e of the Act.

2. With regard to the Minor component, students can choose from the following options:
  - a research traineeship
  - societal placement
  - a study period at a university abroad
  - a broadening or deepening Minor, consisting of course units from outside the student's own major (to be further specified by the degree programme)

Minors policy. Board of the University meeting on 18 March 2008 (memo: 08/02830)  
Introduction of Major-Minor system. 27 March 2008/041 agenda item 6.2.

3. Students may choose the following electives, subject to approval by the Board of Examiners
  - 1a. .... (..ECTS credit points), (*Major/Minor component*)
  - 2a. .... (..ECTS credit points), (*Major/Minor component*)
  - 3a. .... (..ECTS credit points), (*Major/Minor component*)

Article 7.12b of the Act: authority of the Board of Examiners.

4. All course units and their modes of instruction are listed in OCASYS, the digital University Course Catalogue.

Policy; OCASYS is used to publish degree programme information and timetables.

5. In situations of force majeure, where it is not reasonably possible to teach in the manner indicated in OCASYS, it is possible to temporarily switch to another form of teaching and examination. This is also subject to the condition that the adopted learning outcomes continue to be achieved after the change of format.

### Article 7.2 – Replacement and electives elsewhere

7.12b.1 of the Act: duties and powers of the Board of Examiners.



1. *Following a substantiated request by a student, the Board of Examiners may grant permission to:*
  - a. *substitute a course unit in the examination programme with 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 replace one of the examination programme's electives with one or more course units offered by the University of Groningen or another university in the Netherlands or elsewhere.*
2. *When assessing such a request, the Board of Examiners will always evaluate the coherence of the examination subjects (or parts thereof) and the level of the course units followed.*

The Programme Committee has the right of consent concerning the grounds on which the Board of Examiners can grant exemption from one or more examinations; Article 7.13.2 r of the Act.

### **Article 7.3 – Open Degree Programme**

1. Students can choose one of the degree programme's Open Degree Programmes that deviates from *the* adopted degree programme (*or degree programmes*). An Open Degree Programme must always be approved in advance by the Board of Examiners of the degree programme for which the student is registered.
2. *The following additional requirements apply to Open Degree Programmes...*

Article 7.3d in conjunction with Article 7.12b paragraph 1 c of the Act; possibility and approval of open degree programmes by the most applicable Board of Examiners.

## **SECTION 8                      OTHER PROGRAMMES**

Minors policy: the first students followed a Minor in the 2008-2009 academic year (officially introduced at the University of Groningen in 2006). Memo 09/367 and 09/05888. University Council meeting 27 March 2008/041 agenda item 6.2.

### **A. Minor**

#### **Article 8.1 – Minor**

1. Any of the options listed in Article 7.1, paragraph 2 can be used for the Minor component.
2. Students can choose between:
  - a) a University Minor
  - b) a Personal Minor.

#### **Article 8.2 – University Minor**

1. A University Minor is a coherent set of broadening course units that students can follow either at their own or a different Faculty.
2. Students who opt to take a University Minor as part of the Minor component do not need explicit permission from the Board of Examiners.





### Article 8.3 – Personal Minor

1. A Personal Minor is a coherent set of broadening or deepening course units that students can compile themselves and follow either at their own or a different Faculty.
2. Personal Minors must be presented to the Board of Examiners of the student's own degree programme for approval in advance.

Article 7.3d in conjunction with Article 7.12b paragraph 1 c of the Act; possibility and approval of open degree programmes by the most applicable Board of Examiners.

### Article 8.4 – Authority of the Board of Examiners with regard to Minors

1. Students must present their choices regarding the Minor component to the Board of Examiners of their own degree programme for approval, except if they choose a University Minor package in accordance with Article 8.2.2.
2. Minors followed in other degree programmes or at other faculties *or educational institutions* are subject to the authority of the Board of Examiners of the degree programme that sets the relevant examinations.
3. Minors in the degree programme followed by students of other degree programmes, faculties *or educational institutions* are subject to the authority of the Board of Examiners of the degree programme.
4. A responsible Board of Examiners will be assigned in the event of interfaculty University Minors.

### B. Honours programme

Article 7.9b of the Act provides for a pathway for outstanding students. (discussed by the University Council in September 2009 and on 28 January 2010).

### Article 8.5 – Bachelor's Honours Programme

1. The Faculty participates in the Bachelor's Honours Programme organized by the University of Groningen Honours College. The Bachelor's Honours Programme does not form part of the regular Bachelor's curriculum.
2. Students who have been admitted to one of the Faculty's Bachelor's degree programmes are permitted to participate in the Bachelor's Honours programme, if they are selected by the Dean of the University of Groningen's Honours College. Please consult the Teaching and Examination Regulations of the University of Groningen Honours College for the selection procedure.  
*If necessary/desired: the following selection criteria apply to participation in the Honours Programme ....*

Article 7.9b.2 of the Act: The board of the institution draws up regulations with regard to the selection referred to in paragraph 1.



The Programme Committee has the right of consent concerning any additional selection criteria defined by the Faculty; Article 7.13.2 v of the Act. (e.g. a minimum number of course units that must have been successfully completed).

3. The Bachelor's Honours Programme has a total student workload of 45 ECTS credit points, spread over the three years of the Bachelor's programme.  
The Bachelor's Honours Programme, including the deepening Faculty part, is subject to the Teaching and Examination Regulations of the University of Groningen Honours College.

Policy based on Article 7.9b of the Act.

4. a. The Honours Programme is not part of the regular Bachelor's curriculum. The results and grades do not count towards the cum laude or summa cum laude honours predicate for the Bachelor's degree programme.

Articles 7.4 and 7.4a paragraph 1 of the Act. The student workload of a university Bachelor's degree programme is 180 ECTS credit points. The 45 ECTS credit points for the Honours Programme thus fall outside the regular curriculum and the associated marks do not count towards the 'cum laude' or 'summa cum laude' accolades for the Bachelor's degree programme.

The Diploma Supplement that accompanies the Bachelor's degree certificate will also list the results gained in the Bachelor's Honours programme.

Article 7.11.4 of the Act.

### C. **Pre-Master's programme**

Article 7.57 i of the Act – Support to promote smooth progress from higher professional education to a university Master's degree programme.

### **Article 8.6 – Pre-Master's programmes**

1. The Faculty offers pre-Master's programmes to facilitate entry into a Faculty Master's degree programme.
2. Students who enrol in the pre-Master's programme in ..... are registered for the Bachelor's degree programme as referred to in Article 1.1 paragraph 1. (possibly expand in the event of multiple pre-Master's programmes).

Chapter 6 of the University of Groningen Regulations for Registration and Tuition Fees. Article 1.1.h of the RIC provides a definition of the pre-Master's programme.

3. The student workload and content of a pre-Master's programme is determined on an individual basis by the Admissions Board.



4. The Admissions Board of the desired Master's degree programme will decide whether students are admitted to the pre-Master's programme.
5. Students must complete the pre-Master's programme within ..... (*the set timeframe*).
6. *In addition to the last paragraph, students may only reregister for a pre-Master's programme if they have earned at least ..... ECTS credit points.*
7. The Board of Examiners of the degree programme as referred to in Article 1.1 paragraph 1 has the authority to decide in matters concerning course units in the pre-Master's programme.
8. The provisions concerning pre-Master's programmes in the University of Groningen Regulations for Registration and Tuition Fees apply.

### **Article 8.7 – Design of the pre-Master's programme**

1. The pre-Master's programme can include the following course units, with the stated student workloads:
  1. .... ( ... ECTS credit points)
  2. .... ( ... ECTS credit points)
  3. .... ( ... ECTS credit points)
  4. .... ( ... ECTS credit points) etc.
2. All course units and their modes of instruction are listed in OCASYS, the digital University Course Catalogue.
3. In situations of force majeure, where it is not reasonably possible to teach in the manner indicated in OCASYS, it is possible to temporarily switch to another format of teaching and examination. This is also subject to the condition that the adopted learning outcomes continue to be achieved after the change of format.
4. Each course unit of the pre-Master's programme concludes with an examination. Examinations will be taken in the manner stated in OCASYS.

## SECTION 9 EXAMINATIONS

### Article 9.1 – General

1. Each course unit in the degree programme is assessed by means of an examination.
2. *An examination can comprise a number of partial exams. The results of these partial exams together determine the examination result.*
3. The examination assesses students' academic development and mastery of the learning outcomes of the course unit.

*Article 7.3.3 of the Act. Every degree programme is concluded with a final assessment. Every course unit is concluded with an examination.*

4. The results of an examination are either pass or fail, which are expressed in numbers: 6/5.5 or more for a pass and 5/5.4 for a fail.

Article 13 of the Model Rules and Regulations for Boards of Examiners.

### Article 9.2 – Participation in examinations

1. In accordance with Article 3.7 of the OER, registration for a course unit of the degree programme also means registration for the examination for that course unit.
2. Notwithstanding the provisions of paragraph 1, students can register and deregister for examinations during certain periods to be further defined.

Policy on automatic examination registration. Introduced on 1 September 2014, approved by the Board of the University on 26 May 2014.

The Faculty Council has the right of consent concerning the periods to be further defined as referred to in Article 7.13.2 x of the Act.

### Article 9.3 – Compulsory order of examinations

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

a. propaedeutic phase:

- ..... after ..... has been passed
- ..... after ..... and ..... have been passed

b. post-propaedeutic phase:

- ..... after ..... has been passed
- ..... after ..... and ..... have been passed
- etc.



*Article 7.13.2 of the Act:*

*Without prejudice to any other provisions in this Act, the Teaching and Examination Regulations set out the applicable procedures and rights and obligations with regard to teaching and examinations for each degree programme or cluster of degree programmes. This includes at least the following:*

*h. the number and order of examinations and when they can be taken*

*j. where necessary, the order, the periods and the number of times per academic year that examinations and final assessments may be taken*

*s: where necessary, that admission to examinations is subject to the successful completion of other examinations.*

The Faculty Council has a right of consent with regard to this Article of the OER, in accordance with Article 7.13.2 h, j and s of the Act.

#### **Article 9.4 – Examination frequency and periods**

1. There will be an opportunity to sit the examinations for the course units listed in Article 4.1 and Article 7.1 at least twice per academic year.

Policy by virtue of 7.13.2 h of the Act.

The Faculty Council has the right of consent concerning any positive deviations from this provision; Article 7.13.2 h of the Act.

2. The periods in which examinations can be taken are listed in the Student Handbook and/or OCASYS. Partial examinations can also be taken outside the period indicated.

Policy by virtue of Article 7.13.2 h of the Act.

3. *Notwithstanding the provisions of paragraph 1, there will be only one opportunity in any given academic year to take the examination for a course unit not taught in that year.*

4. *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.*

5. *If a student has fulfilled the best-efforts obligation with respect to a course unit but has still not passed, then the examiner can give them the opportunity to take a supplementary or replacement test.*

Policy by virtue of Article 7.13.2 l of the Act.

The Faculty Council has the right of consent concerning this article; Article 7.13.2 h of the



## Article 9.5 – Assessment of placement project/research project

The assessment of a placement or research project will be conducted by the on-site supervisor and the original contracting party, who will be appointed as Examiners by the Board of Examiners.

Article 7.12 c of the Act (appointment of examiners) and Article 7.13.2 d and t of the Act, the organization of practical exercises and the obligation to participate in them.

Where necessary, the Programme Committee has the right of consent concerning the design of practical exercises; Article 7.13.2 d. The Faculty Council will have the right of consent if a provision is included about the requirements to participate in these exercises;

## Article 9.6 – Thesis

1. A thesis can in principle be used for only one University of Groningen degree programme. Full or partial exemption for a degree programme's thesis may be granted by the Board of Examiners on the basis of a thesis written for another degree programme.

Article 7.12b paragraph 1 sub d of the Act. Duties and powers of the Board of Examiners, granting exemptions.

2. Each thesis is assessed by at least two examiners.

Article 12c of the Act: the Board of Examiners appoints examiners.

3. The thesis is stored by the Faculty Board for a period of seven years.
4. *Students will be given the opportunity to write a final-year thesis at least twice per academic year.*

Article 7.13.2 j of the Act.

The Faculty Council has the right of consent concerning how many times a year this opportunity is offered; Article 7.13.2 j of the Act.

5. *Details of the period (or periods) during which students can write theses will be published in the Student Handbook and/or OCASYS.*

Assessment policy memorandum, approved by the Board of the University on 16 June 2014 and discussed by the University Council on 26 June 2014. Based on Article 7.13.2 h of the

The Faculty Council has the right of consent concerning these periods; Article 7.13.2 h of

6. *Further rules about the form, content, time schedule, and assessment of the thesis are included in the Regulations governing Bachelor's and Master's theses. Those regulations form part of these Teaching and Examination Regulations.*
7. *If, by the end of the period referred to in Article 9.5.5, the assessor (or assessors) 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 6/5.5 within a time frame defined by the degree programme.*

Assessment policy memorandum, approved by the Board of the University on 16 June 2014 and discussed by the University Council on 26 June 2014.

8. *The Board of Examiners is the only body that can deviate from the provisions of the preceding paragraphs of this article at the written request of a student.*

Article 7.13.2 l of the Act.

9. *Students must satisfy the following requirements in order to qualify for supervision and assessment of the final-year thesis for the degree programme:*

Assessment policy memorandum, approved by the Board of the University on 16 June 2014 and discussed by the University Council on 26 June 2014.

*– the student has successfully completed post-propaedeutic components worth at least 60 ECTS credit points;*

Article 7.13.2 s of the Act.

The Faculty Council has the right of consent concerning any admission requirements for examinations, including the thesis; Article 7.13.2 s of the Act.

*– their Bachelor's degree programme must have been approved by the Board of Examiners (if this is required by virtue of Section 7).*

### **Article 9.7 – Type of examinations**

The Faculty Council has the right of consent concerning the form of examinations as set out in the Faculty Assessment Plan; Article 7.13.2 l of the Act.

1. Examinations will be taken in the manner stated in OCASYS.

Assessment policy memorandum, approved by the Board of the University on 16 June 2014 and discussed by the University Council on 26 June 2014. Based on Article 7.13.2 l and m of

2. In situations of force majeure, where it is not reasonably possible to conduct examinations in the manner indicated in OCASYS, it is possible to temporarily switch to another format of teaching and examination. This is also subject to the condition that the adopted learning outcomes continue to be achieved after the change of format.
3. At the student's request, the Board of Examiners may allow an examination to be taken in a format different from that covered by the aforementioned.

Article 7.13.2 l of the Act.

4. For each official examination, a mock examination is made available.

Policy on mock examinations. Board of the University decision, 20 October 2014 to faculties.

### **Article 9.8 – Oral examinations**



Policy by virtue of Article 7.13.2 l and n of the Act.

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 relevant Examiner stipulates otherwise or the student objects to the public nature of the examination due to extraordinary circumstances. *A second examiner may attend the oral examination at the request of the student or the examiner.*

The Faculty Council has the right of consent concerning the public nature of oral examinations, notwithstanding the Board of Examiners' authority to deviate from this in extraordinary cases; Article 7.13.2 n of the Act.

### Article 9.9 – Request for an extracurricular examination

Alternative examination regulations. For example:  
[https://nestor.rug.nl/bbcswebdav/institution/Rechtsgeleerdheid/Trinicom/Regelingen/2015-2016/Afwijkende\\_tentamenregeling\\_schriftelijke\\_tentamens1516.pdf](https://nestor.rug.nl/bbcswebdav/institution/Rechtsgeleerdheid/Trinicom/Regelingen/2015-2016/Afwijkende_tentamenregeling_schriftelijke_tentamens1516.pdf)

1. Students may submit a request for an extracurricular examination to the Board of Examiners.
2. Such a request may be granted if *the student in question failed the relevant examination due to extraordinary circumstances and if not granting the request for an extracurricular examination would result in unacceptable study delay.*
3. The following criteria apply to granting a request for an extracurricular examination for the last course unit in the degree programme:
  - this must be the final study result to be obtained;
  - *the study delay incurred by not granting an extracurricular examination must amount to at least one semester;*
  - *the examinee must have participated in the last two standard examinations in the course unit for which the student is requesting an extracurricular examination, and have obtained a grade of at least 4 and 5 on those occasions.*

The Faculty Council has the right of consent concerning the criteria for granting an extracurricular examination; Article 7.13.2 h and j of the Act.

### Article 9.10 – Competent Board of Examiners for the electives of another degree programme

1. A request to take an elective from another degree programme must be approved by the Board of Examiners of the student's own degree programme.

Article 7.12b paragraph 1 sub c of the Act.





2. The Board of Examiners of the other degree programme is authorized to set and assess the examinations and decide upon requests for alternative examination regulations for an elective from that other degree programme. Article 10.10.2 applies.

Existing policy by virtue of Article 7.12b paragraph 1 sub c of the Act.

### Article 9.11 – 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 (or part thereof) on the basis of results earned previously (possibly elsewhere) 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 they have sufficient knowledge and skills with respect to the course unit in question.
2. The provisions of Article 10.2 apply to exemptions.
3. The validity period of exemptions granted for course units (or parts thereof) is identical to that of examination results.

Article 7.12b.1 d of the Act: the Board of Examiners is authorized to grant exemptions from one or more examinations.

*Article 7.13.2 preamble to the Act: Without prejudice to any other provisions in this Act, the Teaching and Examination Regulations set out the applicable procedures and rights and obligations with regard to teaching and examinations for each degree programme or cluster of degree programmes. This includes at least the following:*

*Article 7.13.2 k: where necessary, the validity period of successfully completed examinations, notwithstanding the Board of Examiners' authority to extend this period.*

*Article 7.13.2 r: the grounds on which the Board of Examiners can grant exemptions from one or more examinations on the basis of previously passed examinations or final assessments in higher education or knowledge and skills acquired outside the world of higher education.*

The Faculty Council has the right of consent concerning Article 4.2.1 with regard to the actual implementation at the Faculty; Article 7.13.2 r.

Based on Article 4.2.3, the Faculty Council also has the right of consent concerning Article 7.13.2 k, subject to the Board of Examiners' authority.

### Article 9.12 – 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 a student counsellor of the Student Service Centre (SSC) before making a decision.

Article 7.13.2 m of the Act.



The Faculty Council has the right of consent concerning the way in which students with a disability or chronic illness are given a reasonable opportunity to take examinations; Article 7.13.2 m of the Act.

2. With regard to examinations for electives taken at other degree programmes by students with a performance disability, the Board of Examiners of the degree programme that sets the examination will comply with the provisions permitted by the Board of Examiners of the degree programme for which the student is registered.

Existing policy by virtue of Article 7.12b.1 c of the Act.

#### **Article 9.13 – Examination provision**

1. **If not providing an individual examination were to lead to a ‘special case of an unfairness of overriding nature’, the Board of Examiners may decide to grant such a provision, notwithstanding the provisions of Article 9.4.**
2. **Requests for individual examination provisions, including documentary proof, must be submitted to the Board of Examiners as soon as possible.**

#### **Article 9.14 – Marking of examinations and publication of marks**

1. After an oral examination, the Examiner will assess the examination immediately and provide the student with a statement upon their request.

Policy by virtue of Article 7.13.2 o of the Act.

2. The Examiner will mark a written examination within ten working days of the day on which it was taken, and will provide the Faculty's administration department with the necessary details for registration of the result in Progress.

Policy by virtue of Article 7.13.2 o, p and q of the Act. The ten-day marking period was established by the Board of the University on 2 December 2003.

3. If an examination is taken in a form other than oral or written, the Board of Examiners will determine in advance how and when students will receive written confirmation of the result.

Policy by virtue of Article 7.13.2 o of the Act.

4. If the student wishes to lodge an appeal against the result of the examination, the student must submit this to the Central Portal for the Legal Protection of Student Rights (CLRS) within six weeks of the publication of that grade.

Article 7.61.1 e of the Act.

## Article 9.15 – Validity

Policy by virtue of Article 7.10.4, Article 7.13.2 k, and Article 7.59 a of the Act.

1. Any completed course units remain valid indefinitely.
2.
  - a. *Notwithstanding the provisions of paragraph 1, the Board of Examiners may decide to require a student to take a supplementary or substitute examination for a course unit that was taken more than (..) years previously before allowing that student to progress to the final assessment. This only applies if the student's knowledge, insight, or skills that are being assessed in this way are demonstrably outdated.*
  - b. *In the event of extraordinary personal circumstances, the period of validity will be extended throughout the period during which the student receives a provision from the Graduation Fund.*
3. *Partial examinations and assignments passed within a course unit that has not been successfully completed will lapse at the end of the academic year in which they were passed.*

Where necessary, the Faculty Council has the right of consent concerning the limitation of the validity of course units passed; Article 7.13.2 k of the Act. This right is limited to the prescribed limits of the Act, Article 7.10.4, applicable as of 01/09/2017.

## Article 9.16 – Right of inspection

Policy based on Article 7.13.2 p and q of the Act.

The Faculty Council has the right of consent concerning the implementation of the right of inspection; Article 7.13.2 p and q of the Act.

1. On request, students have the right to inspect their marked work within a period of at least ... days after the results of a written examination have been made known. If the student makes use of this opportunity, they will be provided (upon request) with a copy of the work at cost price.
2. Within the timeframe stipulated in paragraph 1 any individual has the right to peruse the examination paper and the assessment criteria.
3. *The Board of Examiners can determine that this inspection or perusal will take place at a certain place and at two set times at least.  
Students who can show that they were prevented by force majeure from attending at the indicated places and times will be offered another opportunity, if possible within the period stated in paragraph 1.*

## Article 9.17 – 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.

Article 7.12.2 of the Act.



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.

Article 7.12a.1 and Article 9.15.1 e of the Act.

3. The Board of Examiners must comprise at least:
  - a. one member who is a lecturer affiliated with the degree programme (*or to one of the degree programmes that belong to the cluster of degree programmes*); and
  - b. one member from outside the degree programme (*or one of the degree programmes that belong to the cluster of degree programmes*).

Article 7.12a.3 a and b of the Act.

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.

Article 7.12a.3 c of the Act.

5. The Board of Examiners will appoint examiners to set examinations and determine the results.

Article 7.12c of the Act.

6. The Board of Examiners sets out Rules and Regulations for the Board of Examiners to assess and determine the results of examinations and final assessments.

Article 7.12b.1 b of the Act.

## **Article 9.18 – Cheating and plagiarism**

Article 7.12b.2 and 7.12b.3 of the Act.

1. Cheating is an act or omission by a student designed to partly or wholly hinder a correct assessment of their own or someone else's knowledge, understanding and skills. (Policy regarding 7.12.3 of the Act)
2. Cheating also includes plagiarism, which means copying someone else's work without correctly acknowledging the source. (Policy regarding 7.12.3 of the Act)
3. The assessment of theses and written assignments requires that a plagiarism check be performed, by means of a plagiarism scanner accessed by the University. Students are individually responsible for maintaining academic integrity.
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.
5. In the event of serious cheating, the Board of Examiners can advise the Board of the University to permanently terminate a student's registration in the degree programme.
6. The Board of Examiners sets out its course of action in the event of cheating in its Rules and Regulations.



## Article 9.19 – Invalid examinations

Article 7.12.2 in conjunction with Article 7.12b.2 of the Act.

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 9.20 – Termination of registration

Article 7.42a of the Act and Article 6 Regulations for Registration and Tuition Fees (RIC). Protocol Judicium Abeundi [protocol for termination of registration] introduced on 1 March 2011; Board of the University decision dated 22 February 2011.

1. In extraordinary cases of reprehensible behaviour 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 paragraph 1 until after the student in question has been given an opportunity to put their case forward, any interests of the student and of the institution have been carefully assessed and it has been proven reasonable to assume that the student's behaviour and/or statements prove that they are unsuitable for one or more of the professions for which they are being trained in their degree programme, or for the practical preparation for the profession. In this connection, the Faculty Board, the Board of Examiners and the Board of the University observe the Judicium Abeundi (termination of registration) Protocol, as adopted by the Dutch Federation of University Medical Centers on 1 November 2010.
3. The provisions in the University of Groningen Regulations for Registration and Tuition Fees apply.

## SECTION 10 FINAL ASSESSMENT

### Article 10.1 – Marking examinations

1. The degree programme is concluded with a final assessment.

Article 7.3.3 of the Act.

2. On condition that the student's examination subjects have been approved, the Board of Examiners will determine the result of the final assessment as soon as the student has passed all the required examinations. The Board of Examiners may define terms to this end. The result of the final assessment indicates that the student has achieved the necessary academic development. The Board of Examiners will issue a degree certificate to this end.
3. If a student fails to meet the relevant deadlines for approval of the study programme, referred to under a, the Board of Examiners may postpone the graduation date. This date may then be in the academic year following the year in which the last examination was passed.



Article 7.10.2 in conjunction with Article 7.11.2 in conjunction with Article 7.12.2 in conjunction with Article 7.12b.1 b of the Act.

Authority of the Board of Examiners.

4. Before the final assessment can be determined, the Board of Examiners may itself decide to test the student's knowledge, insight, and skills in one or more course units or aspects of the degree programme, if and in as much as the marks for these course units provide a reason for doing so.

Article 7.10.2 in conjunction with Article 7.12.2 of the Act.

5. By determining the result of the final assessment, the Board of Examiners also commits itself to a speedy processing of the degree certificate ceremony.

Article 7.10.3 of the Act.

6. If the student wishes to postpone their date of graduation in connection with additional examinations that they still need to sit, the student must submit a written request to the Board of Examiners in good time.

Article 7.11.3 in conjunction with Article 7.12b.1 e of the Act.

7. 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 paragraph 2, and not the date on which the degree certificate is presented to the student.

Article 7.10.2 of the Act.

## Article 10.2 – Course units completed elsewhere

1. The award of the certificate for the Bachelor's degree of the degree programme is conditional on the completion of at least *half/two-thirds* of the teaching programme by means of course units provided by the University of Groningen/*the Faculty/degree programme* during the period in which the individual was registered as a Bachelor's student at the University of Groningen.

Article 7.12b.1 of the Act. The Board of Examiners guarantees the quality of the degrees to be awarded.

2. a. In the case of a double degree Bachelor's degree programme with a foreign educational institution, at least a quarter (*or a deviation upwards*) of the teaching programme must have actually been taken at the University of Groningen/*the Faculty/degree programme* during the period of registration as a Bachelor's student at the University of Groningen.  
b. *The provisions of Article 9.6.1, with regard to the thesis, must also be taken into account.*

The basis for Article 3.5.1 of the OER can be found in Article 7.10a of the Act and the 2008 WHW Implementation Decree. Paragraph 2 concerns the policy of the Ministry of Education, Culture and Science.



### Article 10.3 – Degree certificate

1. Students will receive a certificate issued by the Board of Examiners as proof that they have passed the final assessment. Even if a student successfully completes more than one specialization within a degree programme, they will receive only one degree certificate. Article 10.2 applies.

Article 7.11.2 of the Act.

2. The Board of Examiners will issue an International Diploma Supplement with each degree certificate.

Article 7.11.4 of the Act.

3. If applicable, the results of the Bachelor's Honours Programme are listed in the Diploma Supplement accompanying the Bachelor's degree certificate.

Policy by virtue of Article 7.11 of the Act.

### Article 10.4 – Degree

1. A student who has satisfied all the requirements of the final assessment shall be awarded the degree of 'Bachelor of *Science/Arts/Laws*'.

Article 1.9.2 in conjunction with Article 7.10a.1 of the Act.

2. The degree awarded will be indicated on the degree certificate.

Article 7.11.2 d of the Act.

### Article 10.5 – Cum laude/summa cum laude honours predicate

Policy, not a legal regulation. Board of the University decision of 11 May 2010 (memo 10/05237). The Board of Examiners is responsible for determining whether or not an honours predicate is to be awarded.

1. The Board of Examiners will determine whether or not the Bachelor's degree certificate will be awarded an honours predicate.
2. The following conditions apply:
  - a) The mark for the thesis must satisfy the following minimum conditions:
    - i. Cum laude: the thesis is *awarded a mark of at least 8.0*;
    - ii. Summa cum laude: the thesis is *awarded a mark of at least 9.0*;
  - b) The weighted average (not rounded off) for all course units, excluding the thesis, within the examination programme approved by the Board of Examiners must be
    - i. *greater than or equal to 8.0* for cum laude;
    - ii. *greater than or equal to 9.0* for summa cum laude;



3. No honours predicate is awarded if the value of the exemptions in ECTS credit points is more than half of the total number of ECTS credit points for the degree programme. This provision does not apply to Double Degree programmes.
4. An honours predicate may only be awarded if the examinations for the course units were taken only once.
5. An honours predicate will only be awarded if no course unit has been awarded a mark of less than 7.0.
6. No honours predicate will be awarded if the Board of Examiners has taken a decision to the effect that a student is no longer eligible for an honours predicate because cheating/plagiarism has been detected.
7. In extraordinary cases, the Board of Examiners may deviate from the provisions of paragraphs 2 to 6 of this article.

### Article 10.6 – Assessment Plan

Assessment policy memorandum, approved by the Board of the University on 16 June 2014 and discussed by the University Council on 26 June 2014; by virtue of Article 7.3.2 of the Act. Article 7.13.2 c and Article 22.7 of the Faculty Regulations: the Faculty determines the Assessment Plan, the Board of Examiners evaluates the Assessment Plan.

An Assessment Plan has been approved by the Faculty Board. This Assessment Plan is part of/forms an Appendix to the OER and comprises the following components:

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 used and the assessments per course unit;
5. the test design procedures, assessment procedures, and assessment criteria used;
6. those responsible for implementing the various components of the assessment policy;
7. the periodic evaluation method.

The Programme Committee has the right of consent concerning point 1, the learning outcomes of the degree programme; Article 7.13.2 c of the Act. However, the Minister has explained in a letter to the institutions that there is no intention to allow students to judge their own learning outcomes. As the letter does not mention Article 7.13.2 c in the Programme Committee's right of consent, an amendment to the Act is expected. The Programme Committee also has the right of consent concerning point 7, the method of regular evaluation; Article 7.13.2 a1 of the Act. The Faculty Council has the right of consent concerning point 4; Article 7.13.2 h, j and l of

## SECTION 11 TUTORING

The Faculty Council has the right of consent concerning the method of study progress supervision and individual tutoring; Article 7.13.2 u of the Act.

### Article 11.1 – Study progress administration





Article 7.13.2 u of the Act.

The Faculty Board registers the individual results achieved by the students and, upon request, provides each student with a summary of their results, at least twice a year.

### **Article 11.2 – Tutoring**

Article 7.34.1 e in conjunction with Article 7.13.2 u of the Act.

The Faculty Board will organize the introduction and the tutoring of students registered for the degree programme, partly for the purpose of their progress during the course of study and partly to gain an impression of potential study options within and outside the degree programme.



## SECTION 12 TRANSITIONAL AND FINAL PROVISIONS

### Article 12.1 – Amendments

1. Any amendments to these Regulations will, following a recommendation by and/or upon the approval of 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.

General principle of proper administration: legal certainty principle.

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 that student.

No deviations are made from the OER in individual cases.

### Article 12.2 – Publication

1. The Faculty Board will duly publish these Regulations as well as any amendments to them.
2. *Any interested party can obtain a copy of this OER from the Faculty Office. The documents in question are also digitally accessible on the Faculty's website via the Student Portal.*

Article 7.59 ... in conjunction with Article 7.59.4 b of the Act.

### Article 12.3 – Evaluation

- a. The Faculty Board will ensure that the OER is regularly evaluated, assessing at least – for the purpose of monitoring and if necessary, adapting the student workload – the amount of time that students need to complete their tasks as set out therein.
- b. The Faculty Board evaluates the teaching in the ... degree programme as follows:

.....  
.....

Article 9.18.1 b of the Act

### Article 12.4 – Date of commencement

These Regulations shall take effect on 1 September 2022.

