



## Aberrant examination regulation written examinations

### 1. General

The Board of Examiners uses the following guidelines with regard to aberrant examination regulations::

- In principle, all examinations should be conducted in the way, order and at the times, stated in the Teaching and Examination Regulations and in the Law Knowledgebase. Only the Board of Examiners (so not the examiner) can decide to deviate from these times and ways in extraordinary circumstances of a pressing nature, if an unacceptable delay is imminent.
- Examinations conducted in a different fashion than arranged for (or which are not determined by the Board of Examiners), are invalid.
- The permission to take an aberrant examination at a different than the stated time will be given digitally by the Official Secretary of the Board of Examiners on behalf of the Board of Examiners. Communication is conducted through the University of Groningen email account.
- Students need to show this written permission to the examiner.

No aberrant examination regulations are granted in the propaedeutic phase.

### 2. Final course

The Board of Examiners can, at the request of a student, grant permission for an extra examination opportunity for one course in order to fulfil the requirements of a bachelor's or master's degree programme when:

- the applicant only has to take one more examination to complete the requirements of the bachelor's or master's degree programme and indeed needs this examination to graduate, and
- the applicant has taken the examination of this course in the two most recent regular examination opportunities for this course, and the results show that the student has properly prepared the subjects, and
- the applicant requests the extra examination opportunity at least two months before the next regular examination opportunity is offered, has fulfilled the other requirements for completion of the degree programme (this means passing all other compulsory courses and a passing grade for the Master's thesis), and the student has requested the extra examination opportunity with the Board of Examiners.

An exception to this policy is made for students who have not passed the regular examination of their final course in block 2 of semester 1. These students can request an aberrant examination regulation after only have taken one of the two most recent examinations. Students in this situation should apply as soon as possible though within three working days after the result is published at the latest request the aberrant examination regulation. The aim of this exception is to allow a semester 2 entry into non-selective masters as a result of the new influx moment in March.

Only in exceptional cases, the Board of Examiners might grant permission for two courses. This concerns cases in which a very long study delay is anticipated.



### **3. *Illness or other personal circumstances***

The Board of Examiners can grant an aberrant examination regulation to students who are, due to sudden or long-term illness or other long-term personal circumstances, prevented from taking two examination opportunities in one academic year and as a result of this might face unacceptable study delay. Aberrant examination regulations granted as a result of illness or personal circumstances can be granted for a maximum of two courses per semester.

### **4. *Administrative/managerial activities***

The Board of Examiners can grant permission to students to take an examination at a different time, after consultation with the lecturer concerned, if students are prevented from participating in an examination due to administrative or managerial activities. Students that can be considered for this aberrant procedure are:

- the members of the Faculty Board and the Faculty Council;
- Law students whom are member of the University Council;
- the members of the Permanent Committee for Education;
- the members of the JFV Board of Directors (maximum of 6 persons);
- The members of representative organs of public law organs.

Besides this, the Board of Examiners can also decide to grant an aberrant examination procedure to student members of ad hoc committees and Board members of Faculty study associations if their efforts are comparable to the abovementioned administrative/managerial activities.

The aberrant examination regulation granted as a result of administrative/managerial activities can be granted for a maximum of one course per semester. De afwijkende tentamenregeling wegens bestuurlijke werkzaamheden wordt voor maximaal één vak per semester geboden. The request to be granted an aberrant examination procedure needs to be handed in to the Board of Examiners via de Law Knowledgebase as soon as it is clear that study delay is imminent, but in week five of that block at the latest.

### **5. *Part-time students***

Part-time students (with a full-time work work load) can be granted an aberrant examination regulation in case their compulsory written examinations are offered in a very short period of time and if in a discussion with the study adviser at the start of the academic year about a possible better spread planning it turns out this is not possible..

### **6. *Students with an impairment***

In order to facilitate students with an impairment, several options are available. Considering the fact that the nature and severity of the impairment differs per student, the Faculty aims to assist and support each students individually, since every impairment demands different facilities. The first point of contact is the study adviser of the International Office. . Ev

You can find the office hours of the study advisers of the International Office on [www.rug.nl/law/io](http://www.rug.nl/law/io). Contact the study adviser timely. The sooner you contact the study adviser, the better the Faculty can try to meet your needs as a result of your impairment. Also with regard to the ‘first notification study delay’ it is important to immediately report to a study adviser.