



## Faculty of Law

### Model Teaching and Examination Regulations (OER) PhD programmes

**Academic year 2017-2018**

Contents:

1.	General provisions	2
2.	Admission and selection procedure	3
3.	Organization and content of PhD programme	5
4.	Assessment of PhD programme, general provisions	6
5.	Study progress supervision	7
6.	Dispute settlement procedure	7
7.	Transitional and final provisions	7

**The Teaching and Examination Regulations set out the specific rights and obligations that apply to each degree programme taught at the University of Groningen, for both the students and the PhD programme. The University-wide section of the Student Charter sets out the rights and obligations that apply to all PhD scholarship students.**

**These regulations were adopted by the Board of the Faculty of Law on 24-8-2016, with approval from the Faculty Council for the sections requiring this by law dated 30-9-2016.**

## Section 1 – General provisions

### Article 1.1 – Applicability of the OER

1. These Regulations for academic year 2017-2018 apply to the PhD programme Law/Faculty of Law hereinafter referred to as **the PhD programme**, and to PhD scholarship students enrolled in this programme.
2. The PhD programme is provided by the Faculty of Law of the University of Groningen, hereinafter referred to as **the Faculty**.
3. The University of Groningen PhD Regulations (d.d 15-7-2013) also apply to this OER.

### Article 1.2 – Definitions

The following definitions are used in these regulations:

- a) the Act: the Higher Education and Research Act (*WHW: Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek*)
- b) PhD scholarship student: a student registered at the University to follow a PhD programme with a scholarship
- c) University, UG: the University of Groningen
- d) Graduate School: the school offering the PhD programme on behalf of the Faculty
- e) primary supervisor: the professor appointed as primary supervisor by the PhD Board
- f) PhD regulations: the regulations applied by the University of Groningen in respect of PhD programmes
- g) special circumstances: special family circumstances, illness, pregnancy, a physical, sensory or other performance disability of the PhD scholarship student or a circumstance related to the organization of the PhD programme that is beyond the control of the student, which has led to delay in the PhD programme
- h) Admissions Board: board that assesses whether a student may be admitted to the PhD programme on behalf of the Faculty Board. The Director of the Graduate School is a member of the Admissions Board in all cases
- i) TSP: Training and Supervision Plan for the PhD scholarship student
- j) Board of Examiners: an independent body with the duties and powers as stated in Articles 7.11, 7.12, 7.12b and 7.12c of the Act
- k) Examiner: a person appointed by the Board of Examiners to set examinations and determine their results
- l) Programme Committee: the advisory body set up to fulfil the duties referred

to in Article 9.18 of the Act

- m) Certificate: the written proof that the student has passed the teaching component of the PhD programme.

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

## **Section 2 – Admission and selection procedure**

### **Article 2.1 – Admission**

Admission to the PhD programme will be granted to anyone who:

1. satisfies the conditions of Art. 2.3 and 2.4 of the PhD Regulations of the University of Groningen, with regard to the admissions procedure and requirements,
2. successfully defends a proposal for PhD research, written under the supervision of the intended primary supervisor, in the presence of the Admissions Board,
3. and satisfies the conditions set out in Articles 2.2. and 2.3 of these Regulations.

### **Article 2.2 – Admissions procedure for the PhD programme**

1. The Faculty Board will make the final decision on admission to the programme. The Faculty Board of the intended primary supervisor mandates the decision on admissions to the Admissions Board, of which the Director of the Graduate School is a member.
2. The Director of the Graduate School is responsible for providing prompt notification of available places on the PhD programme, and for the application procedure that PhD candidates must follow.
3. Bearing in mind the admissions procedures for the PhD programme, the Faculty Board of the intended primary supervisor assesses the knowledge and skills of the candidate.
4. Students register for the admissions procedure by submitting the following documents before the closing date:

- A letter outlining your motivation for why you wish to do research, why you selected this particular subject, why you are especially suited and with which primary supervisor you wish to carry out this research

- A Curriculum Vitae and an overview of academic grades and/or results achieved during your studies

- A reference which is relevant for your academic qualities

- A proposal for PhD research of maximum 4 A4 in which the following aspects are included:

- i. The introduction of the research question
- ii. The research question
- iii. The relevant literature
- iv. The methodology

- v. The plan of action
  - vi. The incorporation in Faculty research programmes
5. The Admissions Board assesses the written documentation and decides on behalf of the Faculty Board whether the prospective PhD scholarship student will be admitted to the PhD programme.
  6. If the student receives a positive assessment on the basis of the stipulations of Article 3, he will be invited to attend an interview. This interview can be conducted in the physical presence of the candidate, but this is not compulsory. The interview will be based on the submitted written documentation and may comprise an approx. 15-minute presentation on an academic subject related to the chosen programme.
  7. If, on the basis of the submitted documentation, the Admissions Board is of the opinion that the student does not qualify for admission and that there is therefore no need for an interview, the student will be notified accordingly by the Director of the Graduate School, writing on behalf of the Faculty Board.
  8. The Admissions Board assesses the written documentation and the interview and decides on behalf of the Faculty Board whether the prospective PhD scholarship student will be admitted to the PhD programme. The prospective PhD scholarship student will be informed whether he has qualified for admission no less than one month before the starting date of the programme.
  9. In special cases the Admissions Board can assess a application submitted after the closing date mentioned in article 2.2 paragraph 4.
  10. Written reasons will be provided if an application is refused. The prospective PhD scholarship student will be informed about the possibility of an appeal to the Board of Appeal for Examinations.

### **Article 2.3 – Time of admission**

1. Students must register as a PhD scholarship student at the University of Groningen and pay the tuition fees due before being allowed to start the programme. In certain cases, the Board of the University can decide to reduce or waive the tuition fees.
2. The Admissions Board will decide on the application before the stated deadline. Admission is granted on condition that on the start date concerned, the candidate satisfies the requirements of Art. 2.1 paragraph 1 regarding knowledge and skills, as evident from documentary proof of the programmes he has followed.  
Students who have not yet obtained their Master's or a comparable degree at the time of the selection procedure, but who would normally be expected to do so before the PhD programme begins, may be granted provisional admission. This is conditional on gaining the degree concerned before the date that the student wants to start the PhD programme.

## **Section 3 – Organization and content of the programme**

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

1. The aim of the PhD programme is to prepare PhD scholarship students as well as possible for the writing and defence of a thesis. PhD scholarship students will also be prepared to fill both academic and social positions for which experience with academic research is required.
2. The programme provides a framework for learning to conduct academic research and for training general and research-specific skills, so that students can fill academic or social positions for which experience of conducting and publishing academic research is essential. The programme focuses on developing verbal and written skills for reporting research results, with a view to writing and defending a thesis.
3. The thesis is the end product of the programme. The thesis is sent to the PhD Board at the University of Groningen in order for the student to be allowed to proceed in line with the PhD Regulations.
4. In addition to the terms of the previous paragraph, PhD scholarship students must also satisfy the other learning outcomes of the PhD degree programme, including the Career Perspectives learning pathway (or the relevant part) agreed in the TSP.

### **Article 3.2 – Language of instruction**

1. The degree programme is taught in partly in Dutch and partly in English.

### **Article 3.3 – Student workload**

1. The student workload for the degree programme is 120, 180 or 240 ECTS for a two, three or four-year PhD programme respectively. In certain cases, the Board of Examiners may agree to deviate from this rule.
2. The teaching programme followed by the PhD scholarship student and described in the TSP, with a student workload of 15, 22 or 30 ECTS, is part of the degree programme mentioned in paragraph 1.
3. The student workload is expressed in whole ECTS credit points.

## **Section 4 – Final assessment of the degree programme, general provisions**

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

1. The Board of Examiners is the independent body that determines whether individual PhD scholarship students have the knowledge, understanding and skills required to complete the programme.
2. The authority to award a PhD degree in line with the PhD Regulations of the University of Groningen lies with the PhD Examining Committee.
3. The Faculty Board appoints the members of the Board of Examiners on the basis of their expertise in the field of the programme.
4. The Board of Examiners must comprise at least one member who:
  - a. is a professor attached to the programme
  - b. comes from outside the programme.
5. Members of the Faculty Board, the Director of the Graduate School or other people who have financial responsibilities within the institution may not be appointed as members of the Board of Examiners.

### **Article 4.2 – Thesis**

To be awarded the title of ‘Doctor’, PhD scholarship students must write a thesis in line with the provisions of Chapter 4 of the PhD Regulations of the University of Groningen.

### **Article 4.3 – Certificate**

PhD scholarship students who successfully complete the teaching programme of the Graduate School of Law, will be awarded a certificate signed by the Board of Examiners and the Director of the Graduate School.

### **Article 4.4 – Title**

To be awarded the title of ‘Doctor’, PhD scholarship students must fulfil the requirements stipulated in the PhD Regulations of the University of Groningen.

### **Article 4.5 – Honours (‘judicium’)**

A PhD can be awarded with honours if the student satisfies the requirements laid down in Chapter 9 of the PhD Regulations of the University of Groningen.

### **Article 4.6 – Academic integrity**

1. Students must comply with the integrity codes for academic research, as stipulated in the Netherlands Code of Conduct for Academic Practice and the University’s own Regulations for the Protection of Academic Integrity.

2. If a student commits fraud as far as it concerns the programme, the Board of Examiners can declare the teaching component concerned invalid or take other measures.
3. In the event of serious fraud, the Board of Examiners may advise the Board of the University to terminate the PhD scholarship student's registration definitively.

## **Section 5 – Study progress supervision**

### **Article 5.1 – Study progress administration**

The Faculty Board will add and approve the fixed elements of the programme. Additionally, the PhD student registers the other individual study results of PhD scholarship students in Hora Finita, which will be approved by the primary supervisor of the Graduate School.

### **Article 5.2 – Study progress supervision**

The Faculty Board is responsible for organizing the introduction and study progress supervision of PhD scholarship students registered for the degree programme, also with a view to potential study options within and outside the degree programme. Content to be determined

## **Section 6 – Dispute settlement procedure**

### **Article 6 – Disputes**

The current complaints and disputes regulations of the University of Groningen will apply to all complaints and disputes concerning admission and other decisions. See <http://www.rug.nl/education/laws-regulations-complaints/>.

## **Section 7 – Transitional and Final Provisions**

### **Article 7.1 – Amendments**

1. Any amendments to these Regulations will, after due consultation with the Programme Committee and the Faculty Council and, if 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 be reasonably assumed that the amendment in question will not harm the interests of PhD scholarship students.
3. In addition, an amendment may not disadvantage PhD scholarship students with regard to:  
approval granted in respect of 4.1 and 4.2

any other decision taken within the meaning of these Regulations concerning a PhD scholarship student.

**Article 7.2 – Publication**

The Faculty Board will duly publish these Regulations, any rules and guidelines concerning admission to the PhD programme, and any amendments to these documents.

**Article 7.3 – Date of commencement**

These regulations will take effect on September 1 2016.