



Thesis Regulation English-taught programmes 2019-2020, Faculty of Law

Article 1 Applicability

- a. This Regulation applies to theses written as part of:
 - a. the LLB programme International and European Law, more particularly the bachelor-concluding course unit Research Colloquium as mentioned in Article 7.4 Teaching and Examination Regulations bachelor's degree programme International and European Law;
 - b. the LLM programmes Energy and Climate Law, European Economic Law, Global Criminal Law, International Business Law, International Commercial Law, Public International Law and its track International Human Rights Law;
 - c. small theses/papers written as part of one of the English-taught programmes of the Faculty of Law.

Article 2 Aim Master's thesis

In the Master's thesis, the student should show that s/he has thorough academic command and skills in order to:

- formulate a scientific question in the legal field;
- set up a research in a responsible scientific manner;
- assemble, classify, analyse, correlate and assess scientifically respectable the relevant data;
- draw relevant conclusions on the basis of the conducted research and to formulate defensible solutions;
- reproduce the research, the conclusions and solutions in a clear and orderly manner.

Article 3 Study load

- 3.1 The study load for the thesis of each degree programmes is arranged for in the Teaching and Examination Regulation of the respective programmes.
- 3.2 If a student writes more than one Master's thesis to conclude more than one programmes, the student needs to fulfil the learning outcomes of both programmes separately. An approved Master's thesis for one programme cannot lead to an exemption to write a Master's thesis in a different programme.
- 3.3 The study load of a small theses/paper is determined based on the size of the paper. The minimum study load for a small thesis/paper is 3 ECTS, the maximum study load for a small thesis/paper is 7 ECTS.

Article 4 Master's thesis preparation process

- 4.1 In preparation of writing a Master's thesis the Faculty offers a thesis preparation process, which includes a thesis class and a library instruction.
- 4.2 The student is obliged to participate in both the library instruction and the thesis class, before a Master's thesis subject can be approved.





- 4.3 The subject of the Master's thesis will be filed for approval, at least six months before the Master's thesis is intended to be completed, with the thesis coordinator of the programme.
- 4.4 After approval of the subject and after a supervisor has been assigned, the student enrolls in Progress for the Thesis supervision page of the assigned supervisor.

Article 5 Supervision structure

- 5.1 The Faculty Board appoints a general thesis coordinator. S/he is in charge of informing students and the coordination of the Faculty's thesis policy.
- 5.2 Every programme has its own thesis coordinator. This is the Academic Director of that programme or another member of the academic staff so appointed. The thesis coordinator assesses, after a preliminary discussion of the subjects with the student, the suitability of the subject.
- 5.3 After approval of the subject, the thesis coordinator appoints a thesis supervisor under whose supervision the student will write the thesis. If the subject of the thesis is a crossover of two fields of law and/or interdisciplinary, a second supervisor whom is an expert in the other field of law or other discipline, will be appointed.
- 5.4 In situations as mentioned in Article 1.1a and 1.1b, the thesis coordinator appoints an examiner as second assessor.
- 5.5 In case of a small thesis/paper, the student will be supervised and assessed by an examiner who is expert in the specific field of law of the subject of the small thesis/paper.

Article 6 Approval subjects

- 6.1 The subject of a small thesis/paper and the Research Colloquium is determined by the student in consultation with the supervisor.
- 6.2 The subject of the Master's thesis should be connected to the programme in which the student will graduate.

Article 7 Substantive supervision

- 7.1 The student is obliged to make a proposal (including time path) for a small thesis/paper and send this for approval to the supervisor.
- 7.2 The student is obliged to make an outline (including time path) for his/her Research Colloquium and Master's thesis and send this for approval to the supervisor. This outline needs to fulfil the requirements as set out in the Thesis Guidelines.





- 7.3 Based on the outline the student makes arrangements with the supervisor(s) about:
- the frequency of the supervision (meetings);
 - the possibility of multiple interim (partial) conceptual texts;
 - way and date of handing in the interim (partial) conceptual texts;
 - expected periods of absence of the supervisor(s);
 - date of handing in the final version;
 - the number of copies of the final version that should be handed in;
 - the way in which at least the final version of the thesis will be offered to the supervisor digitally, so it can be checked for plagiarism.
- 7.4 If a student wishes to deviate from the approved outline and/or time path, s/he should inform the supervisor about this immediately and accordingly further arrangements will be made.
- 7.5 If the supervisor(s) wish(es) to deviate from the approved schedule, this will be discussed with the student as soon as possible and accordingly further arrangements will be made.
- 7.6 Students have the right to hand in a (partial) conceptual text at least one time and to discuss this with the thesis supervisor.
- a. If (partial) conceptual texts are handed in according to the schedule agreed upon by both parties, the thesis supervisor assesses the (partial) conceptual texts as soon as possible, but at least within fifteen working days after submission, unless the supervisor and the student have made other arrangements about this.
 - b. If (partial) conceptual texts are not handed in according to the schedule agreed upon by both parties, the thesis supervisor assesses the (partial) conceptual texts as soon as possible, but at least within twenty working days after submission, unless the supervisor and the student have made other arrangements about this.
- 7.7 The student processes the criticism and comments of the supervisor concerning the (partial) conceptual text in the final version.
- 7.8 The deadline for handing in the first draft of the full thesis is the 15th of June each year.

Article 8 Volume

- 8.1 The thesis volume is linked to the study load as arranged for in the respective Teaching and Examination Regulation. A small thesis/paper has a minimum size of 3 ECTS. As an indication: a page generally holds about 450-500 words:
- 3 ECTS (84 hours): 2,500-3,000 words;
 - 4 ECTS (112 hours): 3,000-3,500 words;
 - 5 ECTS (140 hours): 4,000-4,500 words;
 - 6 ECTS (168 hours): 5,000-5,500 words;
 - 10 ECTS (280 hours): 8,000-9,000 words;
 - 12 ECTS (336 hours): 10,000-11,000 words;
 - 18 ECTS (504 hours): 15,000-17,000 words;
 - 20 ECTS (560 hours): 20,000-22,000 words.
- The maximum number of words can only be exceeded in consultation with the thesis supervisor.





8.2 The volume of the thesis for Energy and Climate Law, European Economic Law, Global Criminal Law, International Business Law, International Commercial Law, Public International Law and its track International Human Rights Law should, excluding tables, list of literature and enclosures, be 15,000 till 17,000 words in the prescribed lay-out (check the Thesis Guidelines for this).

Article 9 Plagiarism check

- 9.1 The final version of the thesis will be checked for plagiarism through a digital check. The supervisor is responsible for this digital check.
- 9.2 In case of doubt, the supervisor is free to digitally check draft versions for plagiarism at an earlier moment.
- 9.3 If plagiarism is detected, the supervisor sends both the result of the digital check and the official report to the Board of Examiners for assessment in accordance with Article 15 Examination Regulation.

Article 10 Assessment

- 10.1 After determining the final version of the thesis, the thesis supervisor assesses on a provisional basis whether or not the thesis meets the minimum requirements as mentioned in article 10.2.
After that determination, the thesis supervisor is responsible for a digital check of plagiarism.
When no plagiarism is determined, the thesis will be handed over to a second supervisor for assessment.
- 10.2 When assessing the final version, the following subjects will be explicitly looked at:
- contents (plagiarism, balance between own ideas and used materials);
 - reasoning (critical-referencing with an own opinion);
 - volume (article 8);
 - referencing of sources (according to the Thesis Guidelines);
 - clear and correct use of language;
 - form and lay-out (according to the Thesis Guidelines).
- 10.3 The supervisor(s) shall, as soon as possible, but at the latest within ten working days after the final version of the small thesis/paper has been handed in at the agreed time, award a grade to the small thesis/paper in mutual consent.
- 10.4 The thesis supervisor and second assessor shall, as soon as possible, but at the latest within 20 working days after the final version of the Research Colloquium or Master's thesis has been handed in at the agreed time, award a grade to the thesis in mutual consent.
- 10.5 If the final version of the Research Colloquium or Master's thesis is handed in at a different time than agreed upon, the thesis supervisor and second assessor shall, as soon as possible, but at the latest within 25 working days after the final version of the Research Colloquium or Master's thesis has been handed in, award a grade to the thesis in mutual consent.





- 10.6 The thesis grade is determined by the following criteria:
- Definition of the problem and research methodology;
 - Structure and composition;
 - Correct use of language;
 - Contents;
 - Reasoning;
 - Command of (specific) research skills;
 - Originality of the research;
 - Independence in doing research.
- 10.7 The thesis supervisor and second assessor have to make clear how they reached the grade given, considering the criteria mentioned in Article 10.6, which they indicate on the digital thesis assessment form. .
- 10.8 The thesis supervisor makes sure that a digital copy of the final version of the Research Colloquium or Master's thesis is uploaded in the digital thesis assessment form before the grade is communicated to the student.
- 10.9 The Faculty Board can determine that an oral defence of the thesis is part of the thesis assessment.
- 10.10 The supervisor will send the grade of the thesis, at the latest within five working days after the date mentioned in Article 9.3, to the Teaching and Examination Administration. The result slip needs to be signed by both the supervisor and the second assessor. If the thesis was supervised by two thesis supervisors, both supervisors need to sign the result slip on which the result is indicated. A thesis supervisor cannot co-sign on behalf a possible second supervisor or on behalf of a second assessor.

Article 11 Objection and appeal procedure

- 11.1 If a student does not agree with the awarded grade, he/she can ask the supervisor to reconsider the grade. The supervisor(s) and the second assessor, insofar they have been appointed based on Article 5.3, can decide to ask another lecturer to help them decide.
- 11.2 If the informal objection procedure as mentioned in Article 11.1 does not lead to the by the student desired result nor an adequate explanation, it is possible to lodge an appeal through the Central Portal for the Legal Protection of Student Rights.

Article 12 Number of copies to be handed in

The student is obliged to hand in a minimum of one paper copy of the approved thesis with his/her supervisor and one electronic copy of the approved thesis, unless different arrangements have been made with the supervisor.

Article 13 Storage period

The digital version of the Master's thesis will be stored according to a procedure approved by the Faculty Board for a period of at least 7 years.





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Article 14 Board of Examiners

The Board of Examiners exclusively can derogate from all arranged for in the above-stated Articles, at the written request of the student.

This regulation shall take effect on 1 September 2019.



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