



# Teaching and Examination Regulations

2011 – 2012

## Master's degree programmes

Biology	Astronomy
Biomedical Engineering	Chemistry
Biomedical Sciences	Chemical Engineering
Ecology and Evolution	Energy and Environmental Sciences
Marine Biology	Physics
Medical Pharmaceutical Sciences	Applied Physics
Molecular Biology and Biotechnology	Mathematics
Computing Science	Applied Mathematics
Artificial Intelligence	Industrial Engineering and Management
Human-Machine Communication	Nanoscience
Behavioural and Cognitive Neurosciences	

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## Section 1 General provisions

### Article 1.1 Applicability

These Regulations apply to the modules and final assessment of the Master's degree programme in

Biology	Astronomy
Biomedical Engineering	Chemistry
Biomedical Sciences	Chemical Engineering
Ecology and Evolution	Energy and Environmental Sciences
Marine Biology	Physics
Medical Pharmaceutical Sciences	Applied Physics
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Computing Science	Applied Mathematics
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Behavioural and Cognitive Neurosciences	

hereinafter referred to as 'the degree programme'. The degree programme is organised by the Faculty of Mathematics and Natural Sciences of the University of Groningen.

### Article 1.2 Definitions

The following definitions apply to these Regulations:

- a. the Act: *Wet op het Hoger Onderwijs en Wetenschappelijk onderzoek* [Higher Education and Research Act].
- b. student: a person enrolled at the university for the purpose of taking modules and/or examinations and the final assessment leading to the conferral of a university degree.
- c. module: a teaching unit or other part of the degree programme within the meaning of the Act.
- d. practical: a learning-by-doing exercise, as referred to in Art. 7.13 of the Act,
- e. final assessment: the final assessment of the degree programme.
- f. ECTS: credits in accordance with the European Credit Transfer and Accumulation System (1 ECTS equals 28 hours of study).
- g. semester: part of the academic year, either commencing on 1 September and ending on a date to be determined by the Executive Board on or around 31 January, or commencing on the aforementioned date determined by the Executive Board and ending on 31 August.
- h. study guide: a document containing information about the degree programme and relevant regulations applicable to students.
- i. colloquium: lecture about a discipline related subject based on scientific literature
- j. HBO-applicant: a student with a bachelor degree in Applied Sciences.



The other definitions shall have the meaning that the Act ascribes to them.

### **Article 1.3 Aim of the degree programme**

The teaching outcomes of the master's degree programme are set out in Appendix A.

### **Article 1.4 Type of degree programme**

The degree programme is full-time.

### **Article 1.5 Teaching language**

The degree programme is taught in English, except for the M-profile "Science, Business and Policy" which is partly taught in Dutch.

## **Section 2 Structure of the degree programme**

### **Article 2.1 Study load**

1. The degree programme has a study load of 120 ECTS.
2. The study load of a module is expressed in whole ECTS.

### **Article 2.2 Specializations**

Appendix B sets out the specializations of the degree programme.

### **Article 2.3 Content of the degree programme**

Appendix C sets out the (compulsory) parts of the degree programme and specializations, including the load of study, the entry requirements, the form of examinations and whether a practical is included.

### **Article 2.4 Optional modules**

1. Appendix D sets out the optional modules of the degree programme and specializations, including the load of study, the entry requirements, the form of examinations and whether a practical is included.
2. The Board of Examiners may permit the student to select one or more modules from another master's degree programme (from the University of Groningen or from another university).



## **Section 3 Examinations and final assessment in the degree programme**

### **Article 3.1. General**

1. Examinations, both interim and final, provide the student with the information he needs to assess whether he has achieved or will achieve the required learning goals. This will help him with his further participation in the degree programme in question.
2. Assessment is expressed in whole and half numbers greater than or equal to 1 and smaller than or equal to 10, or by the qualifications 'pass' (v) or 'fail' (o). A teaching unit or module is passed when a mark higher or equal to 6 is achieved or when the qualification 'pass' (v) is awarded. The mark 5,5 is not awarded.

### **Article 3.2 Compulsory order of examinations**

The entry requirements and the compulsory order of examinations are listed in the Appendix E.

### **Article 3.3 Frequency and Examination Periods**

1. There shall be an opportunity to sit the examinations for the modules listed in Article 2.3 two times each year.
2. An examination for a practical is given once a year.
3. A module will be regularly examined in the year the module was not offered.
4. A module will be regularly examined in the year following the year a module was offered for the last time.

### **Article 3.4 Form of Examinations**

1. The form of the examinations for the modules listed in Article 2.3 and 2.4 are set out in the Appendix C and D.
2. At the student's request, the Board of Examiners may allow an examination to be taken in a form different from that covered by Article 3.3.1.
3. Students with a functional disorder will be given the opportunity to take examinations in a form that will compensate as far as possible for their individual handicap. If necessary, the Board of Examiners will seek expert advice on this matter. Applications for an adjusted exam should be done/made at least one month before the exam.



### **Article 3.5 Oral Examinations**

1. Unless the Board of Examiners decides otherwise, an oral examination may only be taken by one student at a time.
2. On request of the examiner or the student a neutral third party may be asked to attend an oral examination.

### **Article 3.6 Examination of practical modules**

1. For practical modules, active and visible participation in the research training as well as the approval of a (research) report written by the student are required for passing the examination.
2. The assessment of internal practical modules and the written report of such modules will be conducted by one staff member.
3. The assessment of an external research training project will be conducted by the internal examiner advised by an external supervisor.

### **Article 3.7 Authority of the Board of Examiners regarding optional modules**

1. The Board of Examiners for the degree programme setting the examination is authorized to assess the examinations and deal with any complaints. This does not apply to a request for an alternative examination regulation. In this case, the Board of Examiners of the degree programme for which the student has registered is authorized.
2. With regard to examinations for students with a performance disability, the Board of Examiners of the degree programme referred to in Article 3.7.1 shall comply with the facilities permitted by the Board of Examiners of the degree programme for which the student has registered.

### **Article 3.8 Assessing the Final Degree Project**

The assessment of a final degree project (thesis or research projects/internships) takes place within a general assessment framework. The supervisors (at least two) who have been appointed as examiners by the Board of Examiners will determine the mark together. If necessary, they will consult an external supervisor.

### **Article 3.9 Marking of Examinations and Publication of Grades**

1. After an oral examination, the examiner will assess the examination immediately and provides the administration office with a written confirmation.
2. The examiner will mark a written examination within 10 working days after the day the examination was taken and provides the administration office with the



necessary details regarding the distribution of the written confirmation to the student.

3. The overview of the results sent digitally to the student twice a year has to be interpreted as the written confirmation.
4. The examiner will mark a practical examination within 10 working days after the day the module is finished, with the exception of those practicals for which the Board of Examiners has decided on a deviating term of marking with a maximum of a month.
5. The examiner provides the administration office with the necessary details regarding the distribution of the written confirmation to the student.
6. If an examination is taken in a form other than oral, written or practical, the Board of Examiners will determine in advance how and when the student will receive written confirmation of the result.

### **Article 3.10 Validity**

1. Examinations that have been passed remain valid indefinitely.
2. Contrary to the provision of Article 3.9.1, the Board of Examiners may decide to require a student to take a supplementary or substitute examination for a module taken more than six years previously before allowing that student to progress to the final assessment.

### **Article 3.11 Right of Inspection**

1. On request, a student has the right to inspect his marked work during a period of six weeks after the results of a written examination have been made known. At the student's request a copy of his work is provided against costprice.
2. Within the time frame stipulated in Article 3.10.1, the student may request that he be allowed to peruse the examination paper and the assessment criteria.
3. The Board of Examiners may determine that this inspection or perusal will take place at a certain place and time. This inspection and perusal may be organized collectively.  
If the person concerned can show that he was prevented by force majeure from attending at the indicated place and time, he will be offered another opportunity.

### **Article 3.12 Exemptions**

At the student's request, the Board of Examiners, having discussed the matter with the examiner in question, may grant exemption from an examination on condition that the student:

- a. has completed part of a university or higher vocational course that is equivalent in content and level



- b. can demonstrate by work and/or work experience that he has sufficient knowledge and skills in respect of the module in question.

### **Article 3.13 Final Assessment**

1. Students who have passed all examinations for a degree programme, including all optional modules, or have satisfied the requirements for all parts of the programme approved by the Board of Examiners, must apply for the certificate no later than four weeks after doing so.  
The examination date entered on the certificate by the Board of Examiners is the date on which the student is deemed by the Board to have satisfied the final examination requirements.
2. If the student applies for the certificate after the period specified in article 3.12.1, the examination date entered on the certificate shall be the date on which the student is deemed by the Board of Examiners to have satisfied all the examination requirements, even if the date on which the Board takes this decision is in a subsequent academic year and the student is required to register for that year.
3. The procedure of application for the examination is described in the study guide.
4. The Board of Examiners shall determine the final assessment after the student has presented proof that he has passed all the examinations of the degree programme.
5. Before the final assessment can be determined, the Board of Examiners may itself decide to test the student's knowledge of one or more modules or aspects of the degree programme, if and in as much as the grades for these modules provide a reason for doing so.
6. Students are deemed to have passed the final assessment if they have obtained a sufficient grade for each module of the degree programme (see Article 3.1.2).
7. In conformity with the application procedure, as laid down in article 3.12.3, the final assessment will be done within 30 days after the student has presented the required proofs.

### **Article 3.14 Degree**

1. A student who has satisfied all the requirements of the final assessment is awarded the degree of "Master of Science".
2. The degree awarded is registered on the final certificate.
3. The profile (P or M), specialization or Topprogramme is registered on the diploma supplement.

### **Article 3.15 – Assessment plan**

An assessment plan has been approved by the Faculty Board, comprising the following



topics:

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 test method to be used and the test moments for each course unit;
5. the test design and assessment procedures, assessment criteria and pass mark definition used;
6. who is/are responsible for the implementation of the various components of the assessment policy;
7. the method of regular evaluation.

## **Section 4 Selection procedure**

### **Article 4.1 Previous education**

1. The admission to the degree programme is set out in appendix F.
2. Holders of a Dutch or foreign Bachelor's or Master's degree with equivalent learning outcomes as the Bachelor's degree programmes referred to in article 4.1.1 will also be admitted to the degree programme.
3. Students with Bachelor's degrees other than those referred to in article 4.1.1 will be admitted at the discretion of the Admissions Board. Admission will be considered if:
  - a) the previous qualification is equivalent to the Bachelor's degree programme requested in article 4.1.1;
  - b) the applicant has sufficient proficiency in the English language to participate in the programme (IELTS test score of 6.5, TOEFL-score of 580 (paper-based), 237 (computer-based) or 92 (internet –based) or equivalent).
4. The Board of Examiners can decide on an individual basis that one or more optional modules that are not in the curriculum of the applicant are mandatory modules of the degree programme.
5. Admission within the meaning of article 4.1.1, 4.1.2 and 4.1.3 entitles students to register for the degree programme.

### **Article 4.2 Admission to different specializations**

The admission to different specializations is set out in appendix F.

### **Article 4.3 Admission of HBO applicants**

1. Applicants with a relevant HBO bachelor's degree programme will be admitted to the degree programme after having passed a bridging programme of 30 ECTS.





2. Within the bridging programme the candidate is allowed to resit an exam only once, the one immediately after the first exam.

#### **Article 4.4 Admissions Board**

1. Admission to the degree programme and the various modules is assigned to the Admissions Board of the degree programme. This Board consists of:
  - a member, also the chairperson, selected from the professors who will teach the degree programme
  - two members selected from the other academic staff who will teach the degree programme.
2. The study advisor for the degree programme (or a similar faculty employee) will be an advisory member and also secretary.
3. The members of the Admissions Board are appointed by the Board of Examiners.

#### **Article 4.5 Applications procedure**

1. The application deadlines for admission to the degree programme and given modules are set out in Appendix G. The application must be submitted to the Admissions Board.
2. Only in exceptional cases will the Admissions Board consider an application submitted after the date stated in Article 4.5.1.
3. The Admissions Board will make a decision before the date set out in Appendix G. The written admissions declaration will include information for the student about the possibility of an appeal to the Committee of Appeal for the Final Assessments.

## **Section 5 Tutoring**

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

1. The Faculty Board is responsible for the registration of the individual results of students.
2. The Faculty Board will provide each student digitally an overview of his results twice a year.
3. At request of the student the administration office provides a certified overview.

#### **Article 5.2 Tutoring**



1. Within the framework of the admissions procedure, the Faculty Board is responsible for making an appointment with the student to discuss the individual degree programme he will follow.
2. The Faculty Board is responsible for providing the student with a study guide at the start of his degree programme.
3. The Faculty Board ensures that the student has sufficient supervision during his degree programme, particular attention will be paid to possible changes deemed necessary to ensure the chosen programme is compatible either with conducting academic research or exercising a profession outside the university.

## **Section 6 Final Provisions**

### **Article 6.1 Amendments**

1. Any amendments to these Regulations will, after discussion with the course committee and, if necessary, approval of the Faculty Council, be confirmed by the Faculty Board in a separate decree.
2. An amendment to these Regulations does not apply to the current academic year, unless it may reasonably be assumed that the amendment will not harm the interests of students.
3. An amendment may not harm the interests of students by affecting decisions taken by the Board of Examiners within the meaning of these Regulations.

### **Article 6.2 Publication**

1. The Faculty Board shall duly publish these Regulations, any rules and guidelines formulated by the Board of Examiners, and any amendments to these documents.
2. Copies of the documents referred to in Article 6.2.1 are available from the Faculty office.

### **Article 6.3 Appeal procedure and unexpected events**

1. In exceptional cases or cases not covered by these regulations, the Board of Examiners shall have the final say.
2. Appeals against decisions made by an examiner or a Board of Examiners may be filed with the Board of Appeal for Examinations.

### **Article 6.4 Date of Commencement**

These Regulations shall take effect on 1 September 2011.



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## **Appendix A Teaching outcomes of the degree programme (art. 1.3)**



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## **Appendix B Specializations of the degree programme (art. 2.2)**



**Appendix C Content of the degree programme**

**(art. 2.3)**

**Appendix E Entry requirements and compulsory order of  
 examinations**

**(art. 3.2)**

module	ECTS	entry requirements	assessment	practical
Module 1				
Module 2				
Module 3				
Etc.				



**Appendix D Optional modules**

**(art. 2.4)**

**Appendix E Entry requirements and compulsory order of  
 examinations**

**(art. 3.2)**

module	ECTS	entry requirements	assessment	practical
Module 1				
Module 2				
Module 3				
Etc.				



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**Appendix F Admission to the degree programme and  
 different specializations  
 (art. 4.1.1 + art. 4.2)**



## Appendix G

### Application deadlines for admission (art. 4.5.1)

<b>Deadline of Application</b>	<b>Non-EU students</b>	<b>EU students</b>
Nanoscience	February 1st 2012	February 1st 2012
Behavioural and Cognitive Neurosciences	February 1st 2012	June 1st 2012
Biomolecular Sciences (topprogramme)	February 1st 2012	April 15 <sup>th</sup> 2012
Evolutionary Biology (topprogramme/EM)	February 1st 2012	February 1st 2012
Remaining FMNS Masters	April 15 <sup>th</sup> 2012	June 1st 2012

### Decision deadlines (art. 4.5.3)

<b>Deadline of Decision</b>	<b>Non-EU students</b>	<b>EU students</b>
Nanoscience	June 1st 2012	July 1st 2012
Behavioural and Cognitive Neurosciences	June 1st 2012	July 1st 2012
Biomolecular Sciences (topprogramme)	June 1st 2012	July 15 <sup>th</sup> 2012
Evolutionary Biology (topprogramme/EM)	June 1st 2012	June 1st 2012
Remaining FMNS Masters	June 15 <sup>th</sup> 2012	July 1st 2012