Education- and examination regulations Master's programme Anthropology and Development Studies 2013-2014

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Part 1    Master's Degree Programmes in General

Paragraph 1    General provisions

Article 1.1    Regulations
1 The present education and examination regulations apply to the initial master programmes that are offered by the faculty and describe the present procedures, rights and obligations with respect to master's degree programmes of the faculty, interim examinations and examinations. Part 1 of these regulations contains the provisions applicable to all master's degree programmes; Part 2 includes specific provisions for each individual degree programme.
2 The education and examination regulations are drawn up or amended by the dean after having been advised thereon by the education committees and after having obtained the approval of the 'Facultaire Gezamenlijke Vergadering' (Faculties General Meeting).

Article 1.2    Definitions
1. The terms used in these regulations which are also used in either the Structure Regulations of the Radboud University Nijmegen, hereinafter the 'Structure Regulations', or the Higher Education and Research Act, hereinafter 'the Act' will have the same meaning as these terms have in the Structure Regulations and the Act respectively.
2. Further to the terms mentioned under part 1, and for the purpose of these regulations:
   - EC: European Credits: (EC) is the course load entity in accordance with the European Credit Transfer System, in which 1 EC is equivalent to 28 hours of study.
   - Blackboard: the digital learning environment of the institution.

Article 1.3    The degree programmes
1. The faculty offers the following master's degree programmes based on a course load of 60 ECs:
   a. Anthropology and Development Studies;
   b. Communication Science;
   c. Educational Science;
   d. Pedagogical Science;
   e. Psychology;
   f. Sociology.
2. The faculty offers the following master's degree programmes based on a course load of 120 ECs:
   a. Artificial Intelligence;
   b. Behavioural Science (research master);
   c. Cognitive Neuroscience (research master);
   d. Social and Cultural Science (research master).

Article 1.4    General programme exit qualifications
1. The purpose of the programmes is for students to:
   a. acquire knowledge, understanding and skills in the relevant area;
   b. be schooled academically; and
   c. prepare for further academic programmes or their future careers.
2. Students who have obtained a degree in one of the bachelor programmes referred to in article 1.3 pursuant to article 7.10a, first paragraph of the Act will be unconditionally admitted to at least one of the master programmes of the University.

Paragraph 2    Structure of the degree programmes

Article 2.1    Structure of the degree programmes
All programmes, listed in article 1.3 of these regulations will be exclusively offered as full time programmes.
Paragraph 3  Language used in the degree programmes

Article 3.1 Language used in the degree programmes
1. The programmes listed below will in principle be taught in the Dutch language:
   - the master's degree programmes:
   - Communication Science;
   - Pedagogical Science;
   - Educational Science;
   - Psychology;
   - Sociology.
2. The programmes listed below will in principle be taught in the English language:
   - Anthropology and Development Studies;
   - Artificial Intelligence;
   - Behavioural Science (research master);
   - Cognitive Neuroscience (research master);
   - Social Cultural Science (research master).
3. The English language could be used for components of a degree programme if the nature of that
   programme or the origin of either the students or the lecturers should give rise to this or if this should be
   required in preparation of residence abroad in the context of a degree programme.
4. Interim examinations and examinations will take place in the language in which the degree programme is
   offered, unless otherwise provided in the applicable programme details or unless decided otherwise by the
   examination board.

Paragraph 4  Admission requirements relating to previous education

Article 4.1 Admission requirements
Anyone who meets the admission requirements with respect to previous qualifications as these are stipulated
under or pursuant to the Act will be admitted to the appropriate degree programmes.

Article 4.2 Alternative requirements for deficiencies in previous qualifications
Deficiencies with respect to previous qualifications as referred to in the specific part of these regulations
(Part 2) will have to be remedied by taking tests on the 'vwo' (pre-university education) final exam level in
the subjects or components of the programme to be specified. The examination board will be responsible for
administering and assessing the test results.

Paragraph 5  Examinations and interim examinations

Article 5.1 The examinations
The master programme will have been completed after the master examination has been passed.

Article 5.2 Structure and requirements for of the interim examinations
1. Each component of the degree programme will be completed by an interim examination. Interim
   examinations will in principle be taken either in writing or orally. Apart from written or oral examinations
   practical or computer assignments, take home examinations, internships, presentations or a combination
   of any of these variants is possible.
2. For components that also comprise a practical and/or tutorial, attendance levels and levels of active
   participation may be included in the assessment.
3. If possible attendance to lectures may be compulsory.
4. In principle, oral interim examinations are administered in public and these examinations consist of an
   individual test in which, in principle, not more than one person is tested at the same time.
5. Oral interim examinations are administered at least in the presence of a second examiner or an observer
   appointed by the examination board. Otherwise the interim examination is to be recorded. This provision
   does not refer to presentations and practical assignments.
6. The examination board may allow students with an impairment to take the interim examinations in a form adapted to their individual impairment. Prior to taking a decision in this matter, the examination board may seek expert advice.

7. Prior to the commencement of an academic year, information will be provided for each individual component on the way in which the interim examinations will be administered.

8. All requirements for interim examinations will be known to the students in question before or at the start of the relevant component.

9. At the student's substantiated request, the Examination Board may allow an interim examination to be taken in another form than aforementioned.

10. Students must register for an interim examination in good time and in conformity with the provisions laid down for that purpose by or on behalf of the examination board.

**Article 5.3 Frequency of interim exams**

1. Unless provided otherwise in the specific part of the education and examination regulations (Part 2), interim examinations are administered twice per year.

2. Notwithstanding the stipulation in the First paragraph, there will be only one opportunity to take an interim examination for a course that was not taught in that particular academic year.

3. A resit of an interim examination passed cannot take place without explicit permission of the relevant examination board.

4. If a resit of an interim examination takes place, the highest mark will determine the result obtained.

**Article 5.4 Validity term of interim examinations**

1. The validity term of any interim examination that has been passed is, in principle, indefinite.

2. Notwithstanding the provisions in the first paragraph of the present article it may be indicated in the specific part of the education and examination regulations which components in the degree programme will have a restricted validity term.

**Article 5.5 Determination and publication of results**

1. Unless provided otherwise in the specific part of the Education and Examination Regulations, the result of an interim examination will be expressed in full or half points.

2. Notwithstanding the provisions of the first paragraph, the results of an interim examination will not be set at 5.5.

3. If the results of an interim examination equal or amount to more than 6.0 points, the interim examination is deemed to have been passed. If the results of the interim examination equal 5.0 or amount to fewer than 5.0 points, the interim examination is deemed not to have been passed.

4. The examiner will determine the results of a written interim examination as soon as possible and provide the student administration office with the data required for the publication of the results. In case of an oral interim examination the examiner will determine the result immediately or no longer than five days after the interim examination was administered; in case of written interim examinations no later than fifteen working days after the day the examination was administered. This regulation also applies to written examinations divided in parts. For open question examinations with more than 100 participants a grading period of twenty working days applies. With respect to written assignments /papers the rule of assessment within fifteen working days applies. Where there are more than 100 papers to be marked a period of twenty working days shall apply.

5. The grading period is mentioned at the examination form.

6. A minimum period of ten working days must be upheld between the date of the announcement of the result and the date of the resit.

7. In special circumstances the examination board may – in consultation withe examiner - extend the period referred to in the sixth paragraph of the present article or, as the case may be, reduce this period.

8. When the results are published, the student will be informed about the right to inspect his or her marked work as referred to in article 5.7 and about the possibility to appeal at the Examinations Appeals Board within the applicable appeal period.

**Article 5.6 Fraud**

1. Fraud is not permitted.
2. During a written multiple choice and/or open questions exam this fraud may consist of consultation between examinees, cheating or using cheat sheets.

3. During all other types of exams this fraud may consist of the fabrication and/or falsification of data and/or plagiarism. Fabrication is defined as devising, inventing, or concocting research data. Falsification is defined as manipulating or falsely presenting research data and findings, for instance by removing data that can negatively influence the research findings. Plagiarism is defined as copying texts, thoughts, or argumentation of others and letting this pass as one's own work.

4. Any instance of suspected fraud will be acted upon according to the rules and guidelines of the Examining Board.

Article 5.7 Rules and guidelines examination board
1. The examination board is responsible for, more particularly, safeguarding the quality of the interim examinations and the examinations.

2. The examination board lays down the rules with respect to the proper state of affairs during the interim examinations and the examinations and with respect to any measures that should be effected in this context.

3. The examination board may provide examiners with guidelines and directions with respect to the assessment of the student who takes the interim examination and with respect to determining the results of the interim examination. The results are determined by the examiner in compliance with these regulations.

4. The examination board is authorized, in the event of serious unfairness, to deviate from the education and examination regulations in individual cases.

5. The rules and guidelines of the Examination Board can be found in appendix 1.

Article 5.8 The right to inspect the work marked
1. For a period of a minimum of twenty working days following the publication of the results of a written interim examination the student will be entitled to inspect, under supervision of a docent, in the questions and the work marked as well as receive an explanation of the formal assessment criteria.

2. Notwithstanding the first and second paragraph of the present article, the examiner board may decide that inspection will take place for all students at the same time, on a date and at a time and place to be set in advance by the examination board. If a student should not be able to attend this inspection because of demonstrable circumstances beyond his or her control a separate inspection can be arranged, upon his or her request, preferably within the period of time referred to in the first paragraph of the present article.

3. In all events inspection will take place no later than five working days before the resit of an interim examination is administered.

Article 5.9 Retention periods
The examiner will store the interim examinations and other assignments that count towards the results, such as project reports and other papers, at least two years following the date the interim examination was administered. Final papers for the master's degree programme will have to be kept for a period of at least seven years.

Article 5.10 Exemption
The examination board may exempt a student, upon his or her request and having heard the examiner involved, either partially or fully, from an interim examination if this student:

a. has either completed a component of a university or higher professional programme which is similar both as regards contents and as regards level; or

b. demonstrates to provide of adequate knowledge and skills as regards the subject in question as a result of relevant work experience or professional experience.

Article 5.11 Determination of examination results
1. The examination board will determine the results of the examination as soon as the student has passed the interim examinations either of the components of the degree programme in question or of the phase of the degree programme in question and has submitted proof thereof.
2. Prior to determining the results of the examination, the examination board itself may administer an examination of the student's knowledge with respect to one or more components or aspects of the degree programme.

Article 5.12 Degree
1. The student who has passed the examination of the master's degree programme will be awarded the Master of Science (MSc) degree.
2. The student who is entitled to a degree certificate may request the examination board, in compliance with the rules adopted by the examination board to that purpose, not to award that certificate as yet.
3. Unless the examination board, after having been requested to do so, has decided to postpone awarding the certificate, the degree certificate will be awarded.

Article 5.13 Judicium
1. The following judicia are awarded for the result of the Master's examination; note that for each judicium a minimum grade of 6 is required for all parts. In cases where more than one judicium is applicable, the highest judicium is valid.
   a. Passed: a grade of 6.0 or higher for the Master's thesis, and an average grade point of 6.0 or higher for all other interim examinations.
   b. Bene meritum: a grade of 7.5 or higher for the Master's thesis, and an average grade point of 7.5 or higher for all other interim examinations.
   c. Cum laude: a grade of 8.0 or higher for the Master's thesis, and an average grade point of 8.0 or higher for all other interim examinations.
   d. Summa cum laude: a grade of 9.0 or higher for the Master's thesis, and an average grade point of 9.0 or higher for all other interim examinations.
2. Exemptions are not valid in determining the judicium.
3. A distinction will not be awarded if
   a. the number of exemptions is equal to or in excess of 60 EC's;
   b. there have been two or more resits for one or more interim examinations;
   c. a student was caught committing fraud and the examination board has documented this in the student's file.

Article 5.14 Sequence of degree programme and interim examinations
1. A student who has not yet been awarded the bachelor degree can take part in the education of the connecting master's degree programme, in as far as the educational capacity allows.
2. The students referred to in the first paragraph of the present article can only take part in interim examinations of the master's degree programme if they have been awarded the bachelor degree.
3. The programme-specific part of these regulations may contain further requirements regarding the sequence of programme components and interim examinations.

Paragraph 6 Student progress, student counselling and course advice

Article 6.1 Study progress and Student counselling
1. The dean will be responsible for the registration of the course results in such a way that every student will obtain an overview of the results registered in the system at that moment.
2. The dean will be responsible for providing proper student counselling.

Paragraph 7 Miscellaneous stipulations

Article 7.1 Honours Programme and Honours Academy
1. Students who excel in their degree programme may participate in the interdisciplinary Honours Programme of the Radboud Honours Academy.
2. The contents of the programmes and the admission criteria for the Radboud Honours Academy have been determined and laid down by the Board of the Radboud Honours Academy in the regulations for the interdisciplinary Honours Programme ('Reglement betreffende het interdisciplinaire Honours Programma').
Article 7.2 Communication with students
Notices that are intended for all or large number of students of the programme are placed on the student portal of the programme's tab. Notices that are intended for students enrolled in a specific course are placed on the Blackboard web page of the relevant course. Notices that are intended for individual students are sent to the email addresses that the university has assigned to each student (studentname@student.ru.nl). In special cases communication will take place by regular mail. Letters sent by regular mail will be sent to the address the student has supplied as a mail address.

Article 7.3 Code of conduct
The faculty has instituted a Code of Conduct that both students and employees are expected to follow. This Code of Conduct can be found in Appendix 3 of these regulations.
Part 2  Programme-specific regulations

Paragraph 8  The Master's degree programme in Anthropology and Development Studies

Article 8.1  Applicability of the regulations
1. The general provisions in the first part of these regulations apply to this master's degree programme insofar that they do not deviate from them in the following provisions.
2. The provisions in this part of the regulations apply to students who enrolled in the Master programme Anthropology and Development Studies in the academic year 2013-2014 or later.

Article 8.2  Specific final qualifications
1. Notwithstanding the provisions in article 1.4, the aims of the programme are to:
   a. convey advanced knowledge, skills and understanding to students in the field of Cultural Anthropology and Development Studies;
   b. convey advanced academic skills to students;
   c. convey the items sub a and b at a level that is in line with the Bachelor's degree programme in the field of Cultural Anthropology and Development Sociology;
   d. educate students so that they are able, after graduation, to execute independent research in the domain of Cultural Anthropology and Development Studies or to contribute with solutions to policy problems in that field.
2. These aims are further specified in appendix 2 of these regulations.

Article 8.3  Language
1. In accordance with the relevant stipulations in the general faculty part of these regulations, the programme is offered in English and the interim and final examinations are in principle administered in English.
2. An adequate command of English is required for participation in the programme and interim examinations of the programme. This requirement is met if the student can submit:
   - a Dutch pre-university education (VWO) diploma; or
   - a secondary education diploma of an English-language programme in the Netherlands or abroad; or
   - a Higher Vocational Education (HBO) diploma; or
   - a bachelor diploma scientific education; or
   - one of the following language certificates:
     a. a Test of English as a Foreign Language (TOEFL) stating a minimum score of 550 (paper test), 213 (computer test), or 80 (internet-based test);
     b. of the International English Language Testing System (IELTS) stating a minimum score of 6.0;
     c. a Cambridge Certificate of Advanced English or a Cambridge Certificate of Proficiency in English stating a minimum score of C.

Article 8.4  Scientific thesis
1. The writing of a scientific thesis as an individual test of competence is compulsory.
2. Notwithstanding this, the Board of Examiners can decide that the obligation stipulated in the previous paragraph is substituted by participation in a research project or an internship that is reported in a scientific manner.
3. The study load of this programme component is 15 EC.

Article 8.5  Composition of the Master programme
1. The Master's degree programme consists of two tracks:
   a. Anthropology;
   b. Development Studies.
2. The Master's degree programme comprises the following components and study load in EC (total 60):
   a. Track Anthropology:
      | course name                          | course code | EC |
      |--------------------------------------|-------------|----|
      | Theory I: Mobility and the art of fieldwork | CAM4010     | 6  |
Theory II: Anthropology and mobility
Specialisation seminar
Qualitative research methods and design
Field research Anthropology
Thesis writing seminar Anthropology
Master thesis Anthropology

b. Track Development Studies:

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3. A detailed description of all components is included in the programme's study guide.

**Paragraph 9  Interim and final examinations**

**Article 9.1  Sequence of interim examinations**
The interim examinations of the components referred to below cannot be taken before having passed the interim examinations of the components specified:

a. Track Anthropology:
   - Field research Anthropology, after having completed Theory I, Theory II, Specialisation seminar, and Qualitative research methods and design;
   - Thesis writing seminar Anthropology and Master thesis Anthropology, after having executed or completed Field research.

b. Track Development Studies:
   - Field research Development studies, after having completed New Actors in Development Studies, Arrangements in Development fields, Research design Development studies and Research Methods D: Mixed methods;
   - Thesis writing seminar Development studies and Master thesis Development studies, after having completed Field research.

**Article 9.2  Restricted period of validity of achieved study results**
In derogation of the provision in article 5.4 par. 2, the Board of Examiners may, with respect to a component that has been completed more than six years previously, and if there are valid substantive or educational reasons to do so, impose a supplementing or substitute interim examination that must be passed before the student is admitted to the final examination. Such a supplementing or substitute interim examination does not yield extra ECs.

**Article 9.3  Participation in interim examinations**
1. In each academic year, there will be two opportunities to take the interim examinations during examination periods determined and published by the Director of the Institute before the start of the academic year. Papers, assignments and the likes, of which the appraisal counts for the determination of the result of an interim examination, can be repeated once for each academic year at a previously determined date, insofar their appraisal counts for 25% or more in the result of the interim examination. In case the mentioned appraisals count for less than 25% in the result of the interim examination, the course coordinator informs on Blackboard, before the outset of the course concerned, to what extent opportunities to repeat the assignment will be offered.

2. In derogation of the provision in article 9.3.1., students are given only one opportunity a year to take an interim examination of a component, if education in that component has not been offered in a particular year.
3. Anyone studying for the Master's examination who does not pass some component in some academic year can retake the interim examination the following year, but this second examination will be based on the content of the component of that same year.
4. Students are only allowed to participate in three interim examinations for one course. It is compulsory to register for participation in the examination in OSIRIS up to five workdays before the examination date.
5. In the case a student hasn't passed an interim examination after three attempts, the student has to apply in writing to the examination board of his/her department for each next tentative to participate in the interim examination.
6. The above mentioned in paragraphs 5 & 6 regards both oral and written interim examinations.
7. The above mentioned in paragraphs 5 until and including 7 applies to all students of the Institute of Social Sciences.

**Article 9.4 Essay interim examinations**
1. When an interim examination is constituted by an essay, this essay has to be submitted before the date stipulated by the lecturer. In case of submission after the deadline, the interim examination will be judged as insufficient.
2. Students are entitled to inspection and feedback (by means of an assessment form) on their submitted essay interim examination.
3. In case a student doesn't pass for an essay interim examination, he/she is awarded a second chance. This chance exists of a new assignment (possibly making use of new literature) and needs to be submitted before the stipulated re-examination date.

**Paragraph 10 Admission requirements of the programme**

**Article 10.1 Connecting bachelor degree programme**
1. The programme is the connecting Master's degree programme, as meant in article 7.30a of the Act, to the Bachelor's degree programme:
   - Cultural Anthropology and Development Sociology at Radboud University Nijmegen;
   - Cultural Anthropology and Development Sociology at University of Amsterdam;
   - Cultural Anthropology and Development Sociology at Leiden University;
   - Cultural Anthropology and Development Sociology at Utrecht University;
   - Cultural Anthropology and Development Sociology at VU University Amsterdam;
   - International Development Studies at Wageningen University.
2. Students who have passed the final examination of the Bachelor's degree programme mentioned in par. 1 are unconditionally admitted to the programme.

**Article 10.2 Other previous educational programmes**
1. Without prejudice to the relevant provisions in the Act, admission to the programme will be granted to those who have obtained the certificate of admission for the academic year in question as provided by the Executive Board on the basis of a degree certificate that is at least equivalent to any of the diplomas legally required. The certificate is always provided in the event the student can submit the following document: Pre-Master's programme in Anthropology and Development Sociology at the Radboud University. Further specifications concerning this pre-master's programme are included in appendix 3 of the "Onderwijs- en examenregeling bacheloropleiding Culturele antropologie en ontwikkelingssociologie 2013-2014".
2. Admission to the programme will also be granted to any student who has demonstrated, in the opinion of the Examination Board, his suitability to follow the degree programme and who has furnished proof that he has an adequate command of the English language, as stipulated in article 8.3.

**Article 10.3 Participation in the Master's degree Programme**
1. In sofar as the educational capacity should allow this, students that satisfy the provisions as stipulated in par. 2, will be allowed to attend the Master's degree programme, before the Bachelor's degree certificate is awarded.
2. Admission as intended in par. 1 is only granted if the student satisfies the following provision:
- sufficient results are obtained and/or exemption is granted for all components of the bachelor interim examinations except for a maximum of 6 EC in the minor or optional components.

3. Admission is only granted for the following courses:
   a. Track Anthropology:
      - Theory I: Mobility and the art of fieldwork and Theory II: Anthropology and mobility.
   b. Track Development studies:
      - New actors in development and Arrangements in Development fields.

4. In sofar as the educational capacity should allow this, the examination board may decide in individual cases that a student who is registered for the Bachelor's degree programme en who satisfies the provision in par. 2 of this article will be admitted, for the duration of the study year, to the components and relevant interim examinations of the Master's degree programme before the student has successfully completed the Bachelor's degree programme.

Paragraph 11 Interim examinations and examinations

Article 11.1 Exemption
1. The Examination Board can grant exemption from an interim examination (or part thereof) of a theoretical examination component, following an individual and written request by a student, after consultation with the examiner concerned, if the student meets the provisions hereafter stipulated before the first date of the interim examination for which the exemption is requested:
   a. submit prove of having complied with a component at another University in the Netherlands or abroad that, as regards content, study weight and level, equals the respective component;
   b. and/or submits proof of executed activities in agreement with the content, time input and level of the component concerned.
2. The Examination Board can substitute components of the programme by components of another University in the Netherlands or abroad on individual and written request, documented as described in par. 1, provided this substitution is approved preceding the first examination date of the component the substitution is requested for and was not part of an academic examination.

Paragraph 12 Final stipulations

Article 12.1 Hardship clause
In individual cases not covered by these regulations or insufficiently covered by these regulations, the dean will decide.

Article 12.2 Amendments
1. Any amendments made to these regulations will not take effect in the present academic year, unless the interests of the students are not disproportionally compromised thereby.
2. Moreover, an amendment may not affect any other decision of the Examination Board on the basis of these regulations if this is to the detriment of the student.

Article 12.3 Publication
1. The dean will be responsible for suitable publication of these regulations, of the rules and guidelines that have been set by the examination board and of possible amendments of the regulations mentioned.
2. Each interested party may consult the EER on the faculty's website.

Article 12.4 Entering into effect
These regulations will enter into effect on September 2, 2013.
Any education and examination regulations laid down previously for the degree programmes referred to will cease to apply from that date onwards.
These Education and Examination Regulations are a translation of the Dutch original version (Onderwijs- en examenregeling masteropleiding Anthropology and Development Studies 2013-2014) as confirmed by the Dean on June 27, 2013, which, should any doubts arise concerning the interpretation of the English version, is the legally valid text.
Appendices EER M Anthropology and Development Studies 2013-2014

Bijlage 1 Bijlage 1 Regels en richtlijnen van de examencommissie Culturele antropologie en ontwikkelingssociologie

Artikel 1 Reikwijdte
Het hierna volgende betreft de Regels en Richtlijnen (hierna te noemen R&R) voor de goede gang van zaken tijdens het propedeutisch, bachelor- en masterexamen Culturele antropologie en ontwikkelingssociologie en voor de tentamens van de daartoe behorende examenonderdelen, vastgesteld door de examencommissie van de opleiding Culturele antropologie en ontwikkelingssociologie.

Artikel 2 Begripsomschrijvingen
De in deze regeling gebruikte termen hebben indien zij ook voorkomen in, bij of krachtens de Structuurregeling geldende regelingen de betekenis die die regelingen daaraan geven. Daarnaast wordt in deze R&R verstaan onder:
1. onderwijs- en examenregeling: de onderwijs- en examenregelingen van de bachelor- en masteropleiding Culturele antropologie en ontwikkelingssociologie; vastgesteld door de decaan van de faculteit, hierna te noemen de OER;
2. examencommissie: de examencommissie van de bachelor- en masteropleiding Culturele antropologie en ontwikkelingssociologie;
3. examinator: degene die door de examencommissie wordt aangewezen voor het afnemen van tentamens en het vaststellen van de uitslag;
4. examenonderdelen: de in de OER genoemde vakken (ook wel cursussen genoemd) die moeten worden gevolgd en waarvan het tentamen met positief resultaat moet worden afgerond om een propedeutisch, bachelor- en masterexamen te behalen;
5. tentamen: een onderzoek naar de kennis, het inzicht en de vaardigheden van de student met betrekking tot een bepaald examenonderdeel alsmede de beoordeling van dat onderzoek door minstens één daartoe door de examencommissie aangewezen examinator; onder 'tentamen' worden hier alle toetsvormen begrepen;
6. student: degene die zich voorbereidt op het afleggen van het propedeutisch, het bachelor-, dan wel het masterexamen, en daartoe is ingeschreven;
7. geëxamineerde: degene die het propedeutisch, het bachelor-, dan wel het masterexamen heeft afgelegd;
8. OSP: het Onderwijs Service Punt van de faculteit, Montessorilaan 3, A.01.07;
9. OSIRIS: het student- en studievoortgangsregistratiesysteem van de universiteit;

Artikel 3 Samenstelling
1. Per bachelor- en aansluitende masteropleiding is één gezamenlijke examencommissie ingesteld.
2. In afwijking van lid 1 kan de decaan na overleg met de desbetreffende onderwijsdirecteur besluiten om voor een aantal opleidingen tezamen één examencommissie in te stellen.
3. De examencommissie bestaat uit drie of vijf leden die in meerderheid afkomstig zijn uit het wetenschappelijk personeel dat met het verzorgen van onderwijs in de desbetreffende opleiding(en) is belast.
4. De studieadviseur is adviseur van de examencommissie.
5. De leden en de voorzitter worden na overleg met de directeur van het desbetreffende onderwijsinstituut en gehoord de overige leden van de commissie, door de decaan benoemd voor een termijn van vier jaar.

Artikel 4 Dagelijkse gang van zaken
1. De examencommissie benoemt een vicevoorzitter, die bij ontstentenis de voorzitter vervangt.
2. De examencommissie benoemt uit zijn midden een secretaris die onder meer belast is met de voorbereiding van vergaderingen en de uitvoering van besluiten.
3. De voorzitter en de secretaris zijn belast met het behartigen van de dagelijkse gang van zaken.
4. De examencommissie verleent de voorzitter en de secretaris tekenbevoegdheid om gezamenlijk dan wel zelfstandig bepaalde stukken namens de examencommissie te ondertekenen.
Artikel 5 Werkwijze
De examencommissie kan een huishoudelijk reglement vaststellen waarin de werkwijze nader wordt geregeld.

Artikel 6 Gang van zaken bij tentamens
1. Afname tentamens
   1. De examencommissie wijst examinatoren aan voor het afnemen van de tentamens en de vaststelling van de uitslag van de in artikel 9.1 en 10.1 van de BA-OER en in artikel 8.5 van de MA-OER bedoelde examenonderdelen.
   2. De examencommissie stelt vast of een student voldoet aan de voorwaarden voor de toelating tot het examen of tot één of meer onderdelen daarvan.
2. Voertaal bij tentamens
   1. De tentamens en examens worden afgenomen in het Nederlands of, voor zover de desbetreffende examencommissie of examinator dit nodig of gewenst acht, in een andere taal.
   2. De examencommissie kan besluiten tot het toestaan van het gebruik van een Engels-Nederlands woordenboek bij een Engelstalig tentamen.
   3. Plaats en tijdstip van schriftelijke tentamens
      1. De examencommissie stelt plaats en tijdstip van de schriftelijke tentamens vast en maakt deze tijdig bekend.
      2. Indien in een eerder gedane bekendmaking een wijziging wordt aangebracht, of de bekendmaking niet tijdig is geschied, wordt de wijziging of bekendmaking via de digitale cursusleeromgeving Blackboard gepubliceerd.
      3. In 15 werkdagen voor het tijdstip van het tentamen mogen geen wijzigingen in het tijdstip meer plaatsvinden, tenzij er sprake is van overmacht volgens de beoordeling van de examencommissie.
      4. Afwijking van het in lid 3 sub 2 en 3 gestelde kan alleen plaatsvinden indien er overeenstemming is tussen betrokken studenten en examinator.
   4. Inschrijving voor schriftelijke tentamens en hertentamens en deelname aan het schriftelijke tentamen
      1. De inschrijving voor het tentamen verloopt via de inschrijving voor de cursus in OSIRIS. Een student die na aanvang van de cursus wil inschrijven dient zich zo snel mogelijk handmatig bij het OSP voor de cursus en daarmee het tentamen in te schrijven.
      2. De inschrijving voor een hertentamen verloopt via OSIRIS en wordt na verwerking van het tentamencijfer opengesteld. De inschrijving via OSIRIS wordt vijf dagen voor de hertentamendatum gesloten.
      3. Wanneer inschrijving voor een hertentamen in OSIRIS om technische redenen niet mogelijk is moet de student zich handmatig bij het OSP laten schrijven.
      4. Als de inschrijftermijn voor het (her)tentamen is verloopen, is deelname aan het hertentamen niet meer mogelijk. Een student die een beroep wil doen op de zgn. hardheidsclausule (art. 13 van deze regeling) dient contact op te nemen met het hoofd van het OSP.
      5. Indien een voorziening bij tentaminering noodzakelijk is kan deze direct bij de cursus- en de tentameninschrijving worden aangevraagd in Osiris. De aanvraag moet minimaal 10 werkdagen voor de tentamendatum in Osiris worden gedaan.
      6. Indien de student besluit niet deel te nemen aan een cursus waarvoor hij/zij reeds is ingeschreven dient hij/zij zich in OSIRIS af te melden voor de cursus én het tentamen. Indien dit niet via OSIRIS mogelijk is, dient de student zich bij het OSP uit te schrijven voor zowel de cursus als het tentamen. Tevens meldt de student bij de betreffende docent dat hij/zij niet meer zal deelnemen aan de cursus.
      7. Afmelden voor een tentamen kan tot uiterlijk vijf werkdagen voor het tentamen via OSIRIS.
      8. Indien de student verzuimt om zich af te melden voor een tentamen of hertentamen, krijgt de student een nul (0) voor dit tentamen of hertentamen.
      9. Een student heeft deelgenomen aan een schriftelijk tentamen van een examenonderdeel, wanneer hij/zij feitelijk verschenen is bij dat schriftelijke tentamen. Als bewijs dat iemand feitelijk verschenen
is geldt hetzij aftekening door de surveillant op de aanwezigheidslijst, hetzij het inleveren van de volledige schriftelijke tentamenset.

5. Orde tijdens afname van schriftelijke tentamens
1. Aan de student wordt voldoende (van tevoren bekende) tijd geboden in een redelijkwijs geschikte ruimte om naar behoren zijn/haar tentamen te kunnen afleggen. Of voldoende tijd wordt geboden en of er sprake is van een geschikte ruimte wordt bepaald door de examencommissie.
2. De student dient zich bij deelname aan een schriftelijk tentamen te legitimeren met een geldige collegekaart of met een geldig inschrijvingsbewijs én identiteitsbewijs met foto.
3. De student is verplicht de aanwijzingen van de surveillant(en) te volgen.
4. Het is verboden boeken, dictaten, draagbare telefoons etc. mee te nemen in de ruimte waar het tentamen wordt afgenomen, tenzij dit uitdrukkelijk door de examinator is toegestaan.
5. De student die later dan een half uur na het officieel vastgestelde aanvangstijdstip verschijnt, is van deelname aan het tentamen uitgesloten.
6. Het is niet toegestaan de ruimte waarin het tentamen wordt afgenomen, binnen een half uur na het officieel vastgestelde aanvangstijdstip te verlaten.
7. Toiletbezoek tijdens het tentamen is bij wijze van uitzondering toegestaan mits de student kan worden begeleid door een surveillant.
8. Eten tijdens het tentamen is niet toegestaan. Drinken van niet alcoholische dranken is wel toegestaan.
10. De student is er aan gehouden tijdens het tentamen en bij het verlaten van de ruimte niemand van de aanwezigen op enigerlei wijze te storen.
11. Een student, die niet voldoet aan het bepaalde in lid 5 sub 1 t/m 10, kan door de examinator worden uitgesloten van verdere deelname aan het desbetreffende tentamen. De aanwezige surveillant is in deze bevoegd te handelen namens de examinator.
12. Een student waarvoor om medische redenen moet worden afgeweken van de leden 7 en 8 dient dit uiterlijk tien werkdagen voor het tentamen bij het OSP te melden met overlegging van een bewijs van een arts.

6 Uitslag en registratie van de uitslag van tentamens en examens
1. Aan de uitslag van een tentamen wordt één van de volgende beoordelingskwalificaties toegekend:
   - uiterst gering 1 1,5
   - zeer slecht 2 2,5
   - slecht 3 3,5
   - zeer onvoldoende 4 4,5
   - onvoldoende 5
   - voldoende 6 6,5
   - ruim voldoende 7 7,5
   - goed 8 8,5
   - zeer goed 9 9,5
   - uitmuntend 10
2. Het cijfer 5,5 mag niet worden toegekend. Wanneer de score groter dan of gelijk aan 5 is, en kleiner dan of gelijk aan 5,5, wordt de toegekende score 5. Wanneer de score groter is dan 5,5 en kleiner dan of gelijk aan 6, wordt de toegekende score 6.
3. Wanneer een tentamen meerdere keren is afgelegd, geldt het hoogst behaalde cijfer voor het examen.
4. De uitslag van de tentamens wordt geregistreerd door het OSP en ter beschikking gesteld aan de examencommissie.
5. Het Bureau Examens van de universiteit draagt zorg voor de registratie van de uitslag van het examen. Dit bureau registreert tevens welke getuigschriften aan een geëxamineerde zijn uitgereikt.

Artikel 7 Specifieke taken examinator
1. De examinator ziet toe op een ordelijk verloop van een tentamen. De examinator kan bepalen dat tentamenopgaven na afloop van het tentamen niet door de student worden meegenomen.
2. De examinator bepaalt vooraf en maakt tijdig bekend van welke hulpmiddelen een student gebruik mag maken tijdens een tentamen.

3. Ten aanzien van de leden 1 en 2 geldt dat de aanwezige surveillant in deze bevoegd is te handelen namens de examinator.

**Artikel 8 Fraude**

1. Wanneer tijdens het afleggen van een schriftelijk tentamen bij een deelnemer fraude wordt geconstateerd wordt hiervan door de surveillant terstond op een daartoe aanwezig protocol aantekening gemaakt. De surveillant maakt een aantekening op het antwoordblad van de deelnemer die van fraude verdacht wordt hetzij op het moment dat de fraude geconstateerd wordt, hetzij wanneer de deelnemer zijn examenset inlevert. Na afloop van het tentamen maakt de surveillant een schriftelijk verslag op van de geconstateerde fraude. De student wordt in de gelegenheid gesteld hieraan een schriftelijk commentaar toe te voegen. Het schriftelijke verslag en het eventuele commentaar hierop worden ter hand gesteld aan de betrokken examinator. Deze is verplicht contact op te nemen met de examencommissie ter verdere afhandeling.

2. Ingeval van fraude bij het afleggen van een examen of tentamen, in welke vorm dan ook, kan de examencommissie de student uitsluiten van verdere deelname aan het desbetreffende tentamen, alsmede van deelname aan andere tentamens voor ten hoogste één jaar nadat de fraude is geconstateerd.

3. Bij ernstige fraude kan op voorstel van de examencommissie de inschrijving voor de opleiding van de betrokken student definitief worden beëindigd.

4. Lid 2 en 3 zijn van overeenkomstige toepassing in geval van fraude bij het maken van werkstukken en andere schriftelijke (of digitale) producten.

**Artikel 9 Plagiaat**

1. Onder plagiaat wordt verstaan: het overnemen door student van stukken, gedachten, redeneringen van anderen en deze laten doorgaan voor eigen werk.

2. Ter opsporing van plagiaat kan een examinator gebruik maken van het antiplagiaat-programma Ephorus.

3. Ingeval de examinator plagiaat heeft geconstateerd bepaalt de examencommissie welke sancties er aan de student opgelegd worden.

4. Afhankelijk van de ernst en de omvang van het geconstateerde plagiaat kan de examencommissie verschillende sancties opleggen, variërend van een berisping tot uitsluiting voor een jaar van het afleggen van tentamens en bij zware en herhaalde gevallen: uitsluiting van de opleiding. Deze zijn hetzelfde als bij andere vormen van fraude.

**Artikel 10 Vrijstellingenprocedure**

1. Een verzoek om vrijstellingen wordt schriftelijk met redenen omkleed ingediend bij de voorzitter van de examencommissie.

2. Alvorens te beslissen, hoort de examencommissie de desbetreffende examinator.

3. De examencommissie beslist uiterlijk twee maanden na ontvangst van het verzoek.

4. De examencommissie kan voorwaarden verbinden aan het besluit om een vrijstelling geheel of gedeeltelijk te verlenen.

**Artikel 11 Vaststelling uitslag examen**

1. De examencommissie stelt ten minste éénmaal per jaar, aan het eind van het propedeuseprogramma, de uitslag van het propedeutisch examen vast, volgens het bepaalde in artikel 5.12 van de OER.

2. De examencommissie kan voorts in de loop van het academisch jaar op door haar te bepalen tijdstippen de uitslag van het propedeutisch examen vaststellen.

3. De examencommissie stelt de uitslag van het bachelorexamen éénmaal per maand vast volgens het bepaalde in artikel 5.10 van de OER.

4. De examencommissie stelt de uitslag van het masterexamen éénmaal per maand vast volgens het bepaalde in artikel 5.10 van de OER.

5. Een examen wordt gedateerd op een van tevoren vastgestelde examendatum. Alle tentamenresultaten moeten vóór deze datum bekend zijn.

6. Ten bewijze dat het examen met goed gevolg is afgelegd, wordt door de examencommissie een getuigschrift uitgereikt. Het getuigschrift wordt ondertekend door tenminste twee examinatoren die
Artikel 12 Judiciumprocedure

Met inachtneming van het bepaalde dienaangaande in artikel 5.12 van de OER van de opleiding kent de examencommissie een judicium toe wanneer aan de genoemde voorwaarden is voldaan. Naar aanleiding van de examenaanvraag stelt OSIRIS op basis van de regels in de OER een judicium voor. De examencommissie kan besluiten af te wijken van het voorgestelde judicium.

Artikel 13 Onvoorziene omstandigheden en hardheidsclausule

In alle gevallen waarin deze regeling niet of niet volledig voorziet beslist de examencommissie. De examencommissie is bevoegd om in geval van onbillijkheden van overwegende aard in individuele gevallen ten voordere van de student een uitzondering te maken op de OER en op deze R&R.

Artikel 14 Bezwaarprocedure beoordeling examenonderdelen

1. De student kan, indien hij/zij het niet eens is met de beoordeling van een tentamen, tijdens of na de inzage of nabespreking bezwaar aantekenen bij de examinator.

2. Wanneer de student met de examinator geen overeenstemming heeft bereikt, kan hij/zij in beroep gaan bij het College van Beroep voor Examens. Dit beroep moet ingediend worden binnen een termijn van vier weken na de tentamenuitslag. Wanneer binnen deze termijn van vier weken nog geen uitslag van de examinator gekomen is kan de student een zogenaamd pro formaberoep instellen bij het College van Beroep voor Examens, waarin hij/zij verzoekt om uitstel van dat beroep.

Artikel 15 Klachtregeling

1. Klachten en bezwaarschriften met betrekking tot de gang van zaken tijdens een tentamen kunnen bij de examencommissie ingediend worden.

2. De in te dienen klachten en bezwaarschriften dienen aan de volgende vormvereisten te voldoen:
   a. schriftelijke en ondertekende brief (geen e-mail);
   b. individuele brief (geen groepsbrief);
   c. persoonlijke brief met argumenten (geen standaardbrief).

Alleen klachten en bezwaarschriften, die aan de vormvereisten a. t/m c. voldoen, worden in behandeling genomen.

Artikel 16 Wijzigingen van deze R&R

Wijzigingen, die van toepassing zijn op het lopende studiejaar, vinden alleen plaats indien de belangen van examinandi of geëxamineerden hierdoor redelijkerwijs niet worden geschaad.

Artikel 17 Inwerkingtreding

Deze Regel en Richtlijnen treden met terugwerkende kracht in werking op 1 september 2011.

Aldus vastgesteld door de examencommissie van de opleiding Culturele antropologie en ontwikkelingsociologie.

Appendix 2 Further elaboration of aims and attainment targets of the Master's Programme Anthropology and Development Studies

The Master's programme Anthropology and Development Studies consists of 2 specialisations:

a. Anthropology;

b. Development Studies.

Appendix 2a Aims and attainment targets of Anthropology

The Master's programme Anthropology and Development Studies, specialisation Anthropology, educates students especially in the study and understanding of how people move across cultures and how they create specific cultures of mobility. They acquire a thorough and critical insight into anthropological theory on forms of mobility and migration, both from an historical viewpoint and in consideration of phenomena of
recent globalisation processes. Furthermore, they acquire the methodological skills essential for conducting independent, critical ethnographic research in an ever moving world. The Master's programme thus prepares students for different types of careers. On the one hand students receive a thorough academic training which enables them to conduct scientific research independently. On the other, they become well equipped for dealing with complex issues of socio-cultural nature in a multicultural society, considering them from multiple angles, contributing to solutions, and communicating those to institutions and the wider public.

The general objectives of the programme are translated in the attainment targets and educational aims that are formulated per discipline. These attainment targets play a crucial role in the organisation of the educational programme. They have a tripartite character: (1) Students acquire specific advanced knowledge and understanding during the programme; (2) students acquire the necessary specific skills and (3) attitudes, important for anthropologists, are being shaped. From every graduated student from this programme, the following is expected:

1. specific advanced knowledge of and insight in:
   1.1 recent theoretical debates in the Anthropology of mobility;
   1.2 classic and recent theoretical debates in the field of migration and transnational kin networks, tourism and travel, religious and secular pilgrimages, cross-border flows of things and commodities, and persisting and new forms of nomadism;
   1.3 the selected thematic domains of socio-political mobility, socio-economic mobility and socio-religious mobility;
   1.4 classic and recent theoretical debates on the practice of doing ethnographic (and multi-sited) fieldwork in an age of ongoing cultural mobility;
   1.5 cultures of mobility in Africa, Asia, Europe, and in particular the Pacific;

2. specific advanced academic skills, this entails:
   2.1 being able to conduct independent research in the field of cultural mobility, including:
      - being able to read and discuss relevant literature;
      - being able to design a research project;
      - having analytical skills;
      - being able to analyse empirical data and combine those with insights derived from the literature;
      - having organisational skills;
      - dispose of good social and communicative skills;
      - being able to collect and assimilate information quickly and efficiently;
      - having problem-solving skills: being able to define, analyse and systematically solve problems, both academic problems and practical policy problems;
   2.2 being able to analyse independently as well with others anthropological questions regarding culture and mobility and to report thereon in a solid and effective scientific way; this implies:
      - being able to follow the developments in one's discipline;
      - being able to present orally (including making use of technical tools) as well as in writing;
      - being able to lead meetings and discussions;
      - being able to present a well-reasoned argument;

3. attitude: graduated Master's show:
   3.1 a scientific attitude finding expression in a critical attitude towards facts and reasoning being published under the name of science in general and in Anthropology in particular; they reject every form of possible abuse that can be made of scientific insight, methods and techniques regarding practical and/or theoretical issues in Anthropology;
   3.2 willingness to make a contribution to the solution of complex problems of socio-cultural nature in a multicultural society;
   3.3 willingness to collaborate with other professionals, regardless of their disciplinary background or position, this based on insight in one's intellectual, affective and social functioning; this shows itself in:
      - willingness to work together with scholars, professionals and practitioners;
      - a critical and open attitude towards views and opinions of others;
- insight in proper values and standards, knowing about other systems of values and standards and being able to cope with the differences between these two;
- a professional attitude while dealing with colleagues and others based on the rules of behaviour and vigour in Anthropology;

3.4 willingness to continue to develop professionally, keeping up with developments in the discipline and learn skills in order to be able to play an intermediate role in social processes.

Appendix 2b Aims and attainment targets of Development Studies

The Master's programme Anthropology and Development Studies, specialisation Development Studies, trains students in the study and analysis of development processes. They acquire a thorough and critical insight in development theories. They gain knowledge of the influence of globalisation processes, dynamics of global/local linkages, of in- and exclusion and of inequalities. Furthermore, they are prepared to use mixed methodologies for the execution of scientific as well as other, more applied research in one of the abovementioned fields. This Master's programme thus prepares students for different types of careers. On the one hand students receive a thorough academic training which enables them to conduct scientific research independently. On the other hand, they become well equipped for dealing with complex issues of inequality related to development processes in an ever globalising world, considering them from multiple angles, contributing to solutions, and communicating those to policy institutions and the wider public.

The general objectives of the programme are translated in the attainment targets and educational aims that are formulated for each discipline. These attainment targets play a crucial role in the organisation of the educational programme. They have a tripartite character: (1) Students acquire specific advanced knowledge and understanding during the programme; (2) students acquire the necessary specific academic skills and (3) attitudes, important for experts in Development Studies, are being shaped. From every graduated student from this programme, the following is expected:

1. specific advanced knowledge and insight in:
   1.1 theoretical debates related to international development issues, including: globalisation, the global/local nexus, processes of in- and exclusion, the new aid architecture, governance, civil society, sustainable development and global public goods, and the migration-development nexus including gender and its intersections;
   1.2 knowledge of the main field perspectives from which development issues are being studied and the mutual interrelation between these fields;
   1.3 (inter)national development cooperation including: the place of development cooperation and new development actors in development theories and policies, effects of aid and the debate on effectiveness, non-governmental organisations, and themes as poverty reduction, ownership, partnership, empowerment and gender (mainstreaming);
   1.4 the inter-disciplinary character of development theories and policies in both developed and developing countries and the problems of addressing, planning and organising social, economic, cultural and political interventions at macro-, meso- and micro-level;
   1.5 methodological aspects for the execution of research on development issues;

2. specific advanced academic competences, this entails:
   2.1 being able to execute independent research in the area of development issues, including:
     - being able to read and discuss relevant literature;
     - being able to design a research project;
     - having analytical skills;
     - being able to analyse empirical data and couple those to the literature;
     - having organisational skills;
     - dispose of good social and communicative skills;
     - being able to collect and assimilate information quickly and efficiently;
     - having problem-solving skills: being able to define, analyse and systematically solve problems;
   2.2 being able to analyse independently as well with others development questions and to report thereon in a solid and effective scientific way, this implies:
     - being able to follow the developments in one's discipline;
     - being able to present orally (including making use of technical tools) as well as in writing;
- being able to lead meetings and discussions;
- being able to present a well-reasoned argument;

3. attitude: graduated Master's show:

3.1 a scientific attitude finding expression in a critical attitude towards facts and reasoning being published under the name of science in general and in development studies in particular; they reject every form of possible abuse that can be made of scientific insight, methods and techniques regarding practical and/or theoretical issues in Development studies;

3.2 willingness to make a contribution to solving problems of development and international development cooperation;

3.3 willingness to collaborate with other professionals, regardless of their disciplinary background or position, this based on insight in one's intellectual, affective and social functioning; this shows itself in:
- willingness to work together with scholars, professionals and practitioners;
- a critical and open attitude towards views and opinions of others;
- insight in proper values and standards, knowing about other systems of values and standards and being able to cope with the differences between these two;
- a professional attitude while dealing with colleagues and others based on the rules of behaviour and vigour in Development studies;

3.4 willingness to continue to develop professionally, keeping up with developments in the discipline and learn skills in order to be able to play an intermediate role in social processes.

Appendix 3 Rules of conduct at the Faculty of Social Sciences

The Faculty of Social Sciences seeks to offer an environment that lets employees and students work or study in a motivated, fulfilled and effective way. To facilitate this, the faculty has adopted a number of rules governing conduct in the faculty. These rules of conduct are taken to form the foundation for a motivating and inspiring work environment. It is the mutual responsibility of employees and students to comply with these rules.

Points of departure

The faculty seeks to provide an atmosphere characterised by:
- mutual respect and personal development;
- openness and trust;
- cooperation and responsibility.

This implies that
- everyone treats the other with respect without being denigratory or hurtful;
- one treats the other as they want to be treated themselves. This applies to all contacts on campus between employees and students and to all kinds of communication, orally and in writing, among others via e-mail, blackboard, chat rooms and course evaluations;
- everyone familiarises themselves with the rules as provided in the various regulations (e.g. EER, Student Act, Regulation on Academic Integrity, RU network Users' Regulation and Surf-net) as well as the agreements made with respect to attendance, deadlines, review period, completion of assignments;
- everyone complies with the rules and regulations;
- students and educators are jointly responsible for the successful functioning of the educational process. They can and may appeal to this responsibility;
- one always assumes that the other has good intentions and does not adhere to prejudicial judgements;
- everyone familiarises themselves with relevant information and last-minute changes in educational organisation and content;
- everyone respects each other's property and takes proper care of locations and materials used.

Basically, this can be summarised in the following phrase: treat each other with respect. The faculty trusts that students and employees will act accordingly.