Teaching and Examination Regulations (OER)
Bachelor’s in Communication Science

2016-2017

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1. General provisions

Article A.1.1 Applicability of the Regulations
1. These Regulations apply to the teaching and examinations for the Bachelor's degree programme Communication Science (hereinafter referred to as: the degree programme) provided by Faculty of Social and Behavioural Sciences (hereinafter referred to as: the faculty) of the University of Amsterdam.

2. These Regulations consist of a faculty section (A) and a programme-specific section (B). Section A contains general provisions and applies to the teaching and examinations of the Bachelor's degree programmes of the Faculty of Social and Behavioural Sciences. Section B contains programme-specific provisions. Together, Sections A and B form the Teaching and Examination Regulations for the programme.

3. The Regulations can be declared to apply mutatis mutandis to the joint degree programmes and units of study, pursuant to Section 7.3c of the WHW, also provided by the faculty.

4. These Regulations apply to anyone enrolled in (units of study of) the programme, irrespective of the academic year in which the student was first enrolled in (units of study of) the programme.

5. Section B of these Teaching and Examination Regulations may contain additional general provisions for the relevant degree programme.

Article A.1.2 Definitions
The following definitions are used in these Regulations:

a. ECTS (ECTS credit): an ECTS credit with a workload of 28 hours of study;
b. final examination (examen): the final examination of the Bachelor’s programme;
c. Examinations Board: the Examinations Board of one or more programmes of the faculty in accordance with Section 7.12 of the WHW;
d. examiner: the individual appointed by the Examinations Board to conduct examinations and determine the results, in accordance with Section 7.12c of the WHW;
e. fraud and plagiarism: the student’s acts or failures to act which make it wholly or partially impossible to accurately judge his/her knowledge, understanding and skills, see appendix I for the text of the Regulations governing Fraud and Plagiarism for UvA Students;
f. joint degree: a degree awarded by an institution together with one or more institutions in the Netherlands or abroad, after the student has completed a degree programme (a degree programme, a major or a specific curriculum within a degree programme) for which the collaborating institutions are jointly responsible;
g. unit of study: a component of a degree programme to which an examination is linked;
h. degree programme: a coherent whole of units of study, aimed at achieving clearly defined objectives with regard to knowledge, understanding and skills which the individual who completes the programme must possess and to which a final examination is linked. An examination is linked to each unit of study.
i. programme charter: the programme-specific part of the Students’ Charter in accordance with Section 7.59 of the WHW; see http://student.uva.nl/cs/az (see Student’s Charter).
j. period: a part of a semester;
k. practical exercise: the participation in a practical training or other educational learning activity, aimed at acquiring certain (academic) skills. Examples of practical exercises are:
• researching and writing a thesis;
• carrying out a research assignment;
• taking part in practical computer training;
• taking part in fieldwork or an excursion;
• taking part in another educational learning activity aimed at acquiring specific skills, or
• participating in and completing a work placement (internship);

l. programme: the totality and cohesion of the course components, teaching activities/methods, contact hours, testing and examination methods and recommended literature;
m. thesis: a unit of study comprising research into the literature and/or contributing to scientific research, always resulting in a written report;
n. final paper: see thesis;
o. SIS: the Student Information System;
p. course catalogue: the guide for the degree programme that provides further details of the provisions and other information specific to that programme. The Course Catalogue is available electronically at http://studiegids.uva.nl;
q. workload: the workload of the unit of study to which an examination applies, expressed in terms of credits = ECTS credits (ECTS = European Credit and Transfer Accumulation System). The workload for 1 year (1,680 hours) is 60 ECTS credits;
r. academic year: the period beginning on 1 September and ending on 31 August of the following calendar year;
s. University: the University of Amsterdam;
t. WHW: the Dutch Higher Education and Research Act (Wet op het hoger onderwijs en wetenschappelijk onderzoek).
The other terms have the meanings ascribed to them by the WHW.

2. Previous education and admission

Article A.2.1 Previous education
1. A person will be admitted to the programme if he/she has a pre-university diploma as referred to in Section 7.24 of the WHW, or if he/she is exempt from this requirement based on Section 7.28, subsection 2 and subsequent subsections of the WHW, and insofar as this concerns a selective degree programme within the meaning of Section 7.57e of the WHW, the further admission requirements described in Section B.
2. Section B stipulates the cases in which individuals who do not meet the requirements for previous education as referred to in Section 7.24 of the WHW, but who are in possession of a first-year higher professional education (HBO) diploma are admitted to the degree programme.

Article A.2.2 Equivalent previous education
1. Anyone possessing a diploma awarded in a state that is not party to the Lisbon Treaty (Treaty Series 2002, 137) must submit the diploma to the Executive Board via Student Services. The Executive Board will determine whether the student meets the requirements for admission to the programme based on the diploma and any additional evidence submitted.
2. Anyone wishing to obtain an exemption from the previous education requirements pursuant to Section 7.28 on the basis of a diploma not issued in the Netherlands cannot be enrolled until he/she has demonstrated sufficient proficiency in the language of instruction in order to follow the programme.
3. Anyone wishing to obtain an exemption from the previous education requirements pursuant to Section 7.28 on the basis of a foreign diploma satisfies, if applicable, the requirement for sufficient proficiency in the Dutch language once he/she has passed one of the examinations referred to in Section B or has obtained an exemption from taking this examination.

4. Anyone wishing to obtain an exemption from the previous requirements pursuant to Section 7.28 on the basis of a foreign diploma satisfies, if applicable, the proficiency requirement in English as the language of instruction once he/she has passed one of the examinations referred to in Section B at the level specified there.

Article A.2.3 Entrance examination (colloquium doctum)
1. Persons aged 21 years and older who do not meet the requirements for previous education referred to in Article 2.1 or 2.2 can submit a request to the Executive Board to take an entrance examination (colloquium doctum), as stipulated in Section 7.29 of the WHW.
2. Section B stipulates the requirements set for such an examination.

Article A.2.4 Refusal or termination of enrolment (unsuitability/judicium abeundi)
1. Based on the provisions of Section 7.42a of the WHW, the dean or the Examinations Board may, in exceptional cases, ask the Executive Board to terminate or refuse a student’s enrolment in a programme if that student’s actions or remarks show that he/she is unsuitable either for practising one or more of the professions for which the programme in question is preparing the student or for the practical preparation for professional practice.
2. If a student is suspected of being unsuitable as described in paragraph 1, the Examinations Board or the dean will institute an inquiry, of which the student will be informed immediately. The Examinations Board or the dean will not issue any recommendation without carefully considering the interests involved and giving the student the opportunity to be heard.

3. Degree programme structure

Article A.3.1 Structure of academic year
1. The degree programme will be offered in a year divided into two semesters.
2. Every semester consists of three consecutive periods of eight, eight and four weeks.
3. In the first year of the programme, the programme will offer at least twelve contact hours per week.

Article A.3.2 Programme structure and participation in education
1. The programme comprises the units of study included in Section B of the Teaching and Examination Regulations.
2. The programme has a workload of 180 ECTS.
3. Academic development will be part of every degree programme.
4. If the student wishes to choose a different unit of study or a different minor than those stipulated in Section B as part of the electives, prior permission is required from the Examinations Board.
5. Students must register for participation in the units of study. This will only be possible in the periods designated for that purpose. The periods and the procedures to be followed for registration for a unit of study will be determined by the dean before 1 June and published at http://student.uva.nl/cs/az.
6. Further conditions with regard to registration for participation in a unit of study, if applicable, are described in Section B.

Article A.3.3 Internationalisation
Attention will be paid to internationalisation during the Bachelor’s programme. How the degree programme defines this is specified in Section B.
4. Assessment and examinations

Article A.4.1 Participation in examinations
1. Students who have correctly registered for participation in a unit of study and who have been admitted, are also automatically registered for participation in the subsequent exam for this unit of study and, in the event the exam results in a fail, the resit. Further provisions on this, if applicable, are included in Chapter 4 of Section B.

Article A.4.2 Type of examination
1. Section B stipulates the way in which a unit of study is concluded and the form any examination will take.
2. At the student’s request, the Examinations Board may permit a different form of examination than that stipulated in Section B. If applicable, more detailed regulations on this are included in the Rules and Guidelines for the Examinations Board.
3. A transitional arrangement for units of study that are no longer offered is described in Section B.
4. The further procedure for testing and the guidelines and instructions for assessing and determining the results of examinations are described in the Rules and Guidelines for the Examinations Board.

Article A.4.3 Oral exams
1. Unless otherwise specified for the relevant unit of study in Section B, no more than one student will be examined orally at the same time.
2. Unless otherwise specified by the Examinations Board, an oral exam will be taken in the presence of a second examiner. In the absence of a second examiner a recording is made of the oral exam.
3. The further procedure for testing and the guidelines and instructions for assessing and determining the results of examinations are described in the Rules and Guidelines for the Examinations Board.

Article A.4.4 Determining and announcing results
1. The examiner determines the result (= mark) of a written exam as soon as possible. At the faculty the maximum time period for determining results is 20 working days. If the programme has a shorter time period this is stipulated in Chapter 4 of section B. The examiner submits the necessary information to the Programme Administration and the Education Office will then immediately ensure that the marks are registered. The Programme Administration also ensures that the student is immediately notified of the mark, taking due account of the applicable confidentiality standards.
2. The examiner determines the result (= mark) of an oral exam as soon as the examination has finished and informs the student accordingly. The second sentence of the first paragraph applies.
3. In the case of alternative forms of oral or written exams, the Examinations Board determines in advance how and by what deadline the student will be informed of the results.
4. When being informed of the result of an exam, the student’s attention will also be drawn to their right to inspect the assessed work and have a post-examination discussion as stipulated in Articles A.4.9 and A.4.10, as well as the option to appeal to the Examinations Appeals Board (COBEX).
5. The further procedure for testing and the guidelines and instructions for assessing and determining the results of examinations are described in the Rules and Guidelines for the Examinations Board.
6. A student may lodge an appeal against the way in which the result was reached with the Examination Appeals Board within six weeks of the announcement of the result. If the option of reassessment by the examiner is available, this does not affect the time period for lodging an appeal. 

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1 If a student lodges an appeal with the Examination Appeals Board (COBEX), he or she is also expected to contact the student adviser and/or the Examinations Board of the programme. This does not affect the time period for lodging an appeal.
Article A.4.5 Examination opportunities
1. Per academic year, two opportunities will be offered to take examinations in the degree programme, unless stipulated otherwise in Section B.
2. Paragraph 1 does not apply in the case of an internship or thesis. The options for retaking internships and theses are detailed in the relevant internship manual or thesis regulations.
3. The most recent mark will apply in the event of a resit.
4. The resit for an examination must take place within a reasonable period following the announcement of the result of the examination being resat.
5. Further conditions concerning resits, if applicable, are described in Chapter 4 of Section B.

Article A.4.6 Marks
1. Marks are given on a scale from 1 to 10, with a maximum of one decimal.
2. The final marks 5.1 to 5.9 are not awarded.
3. A final mark of 6 or higher is considered a pass.
4. Section B stipulates how results that are not expressed as marks are registered in SIS.

Article A.4.7 Exemption
1. At the written request of the student, the Examinations Board may exempt the student from taking one or more examination components.
2. The Examinations Board will make a decision within twenty working days of receiving the request.
3. Further conditions concerning exemptions, if applicable, are described in Section B and/or in the Rules and Guidelines for the Examinations Board.

Article A.4.8 Validity period for results
1. The validity period of examinations passed and examination exemptions is specified in Section B.
2. The validity period of a partial examination is limited, as stipulated in Section B.
3. The Examinations Board can extend the limited validity period of an examination or exemption if a student submits a reasoned request to that effect. Further conditions, if applicable, are described in Section B.

Article A.4.9 Right of inspection
1. For at least twenty working days after the announcement of the results of a written exam, the student can, on request, inspect his/her assessed work, the questions and assignments set in it, as well as the applied standards for marking insofar as this is possible.
2. The examiner can determine that the inspection or post-examination discussion referred to in paragraph 1 take place at a specified place and at a specified time. The place and time referred to in the previous sentence are announced in the digital learning environment of the specific course.
3. If the student was or is unable to attend at the place and time referred to in paragraph 2 due to participation in education or force majeure, an alternative option will be offered.
4. The student may request a copy of his or her written examination work.
5. The inspection referred to in paragraph 1 includes inspection of partial exams, on the condition that if the inspection is organised at a specified place and at a specified time (as referred to in paragraph 2) the inspection takes place at the latest three working days prior to the final exam.

Article A.4.10 Post-examination discussion
1. If a collective post-examination discussion has been organised, individual post-examination discussions will be held only if the student has attended the collective discussion or if he/she was or is unable to attend the collective discussion due to participation in education or force majeure.
2. Students who meet the requirements stipulated in paragraph 1 can submit a request for an individual post-examination discussion to the relevant examiner. The discussion will take place at a time and location to be determined by the examiner.
Article A.4.11 Bachelor’s final examination
1. The Examinations Board determines the results and date of the final examination after it has established that the student has passed all the units of study belonging to the programme.
2. A diploma can only be awarded after the Executive Board has declared that the student has satisfied all the procedural requirements, including the payment of tuition fees.

Article A.4.12 Diploma and transcript
1. The Examinations Board grants a diploma as proof that the student has passed his/her final examination. The Executive Board sets the model for the diploma. The Examinations Board adds a diploma supplement to the diploma providing information on the nature and content of the degree programme completed. The diploma supplement is drawn up in Dutch or English and complies with the European format.
2. Individuals who have successfully completed more than one examination and who cannot be awarded a diploma as stipulated in paragraph 1 will, on request, receive a statement to be issued by the relevant Examinations Board stating at least the components that have been successfully completed together with the units of study they involved, the number of ECTS obtained and when the examinations were completed.
3. The student must request his/her diploma in SIS him/herself. The Examinations Board can proceed to award the diploma to the student who completed the requirements for the final examination, as determined in paragraph 1, unless the student has requested a deferment. The student will be informed promptly about the intention of the Examinations Board to proceed with awarding the diploma, as referred to in paragraph 1. The procedure of the Examinations Board can be found in the rules and guidelines of the Examinations Board.

Article A.4.13 Fraud and plagiarism
1. The provisions of the UvA Students Fraud and Plagiarism Regulations apply in full.
2. Electronic detection software programs will be used to detect plagiarism in texts. In submitting a text, the student implicitly consents to the text being entered into the database of the detection program concerned.

5. Honours programme

Article A.5.1 Honours programme
1. The Examinations Board may allow a student who meets the entry requirements and who submits a reasoned request, to take part in the Honours programme. The student will take this programme alongside the regular Bachelor's programme.
2. The Honours programme comprises 30 ECTS. The choices available to the student are described in Section B.
3. For admission to the Honours programme, the student must have secured all credits from the first year or, if joining the programme in the second semester of the first year, all credits from the units of study referred to in Section B, and have been awarded a weighted average mark of 7.5 or higher, unless stipulated otherwise in Chapter 6 of Section B.
4. The number of participants, the selection procedure and the further selection criteria for the Honours programme are described in Section B.
5. In order to prevent significant unfairness, the College director can depart from the selection criteria referred to in the third and fourth paragraphs. Further conditions, if applicable, are described in Section B.
6. A student who:
   a. has met the requirements of the regular Bachelor’s programme within the nominal duration of study and
   b. achieved an average (weighted) mark of at least 7.5 for all components of the Bachelor’s programme and also met the requirements of the Honours programme,
will receive a Bachelor’s diploma with a transcript indicating that the student has successfully completed the Honours programme, unless deviating conditions are described in Chapter 6 of Section B.

6. Academic student counselling, advice regarding continuation of studies and degree progress

Article A.6.1 Administration of study progress and academic student counselling
1. The dean is responsible for the correct registration of the students’ study results in SIS. After the assessment of a unit of study has been registered, every student has the right to inspect the result for that unit of study via SIS and also to have a list of the results achieved put at his/her disposal in SIS.
2. Enrolled students are eligible for academic student counselling. The types of academic student counselling available are listed in Section B.

Article A.6.2 Advice regarding continuation of studies
1. As soon as possible after resitting the examinations of the first semester of his/her first year as an enrolled student, and in any event before 1 February, the student will receive written advice on continuation of the degree programme.
2. Students who receive negative advice, as referred to in paragraph 1, will be invited to a meeting in order to discuss their study methods, to reconsider their choice of study, and to discuss possible exceptional personal circumstances and a possible referral.
3. Every student in a full-time Bachelor's programme will be issued with advice by or on behalf of the dean regarding the continuation of his or her studies by the end of his or her first year of enrolment.
4. Different time periods may apply for students enrolled in part-time programmes. These are included in Section B, if applicable.
5. If a rejection is linked to the advice (‘negative advice regarding continuation of studies’) issued at the end of the first academic year of enrolment, the provisions of Article 6.3 apply.

Article A.6.3 Binding (negative) advice regarding continuation of studies (BSA)
1. The advice issued at the end of the first academic year of enrolment will be a binding rejection if the student has not achieved the standard required for positive advice regarding continuation of studies. Binding negative advice regarding continuation of studies will not be issued if the student demonstrates that he/she did not meet the standard as a consequence of personal circumstances, as referred to in Article A.6.4. The standard and, if applicable, other criteria on the basis of which binding negative advice may not be issued, is/are described in Section B.
2. Credits for exemptions do not count towards a determination of the number of acquired credits as referred to in paragraph 1, unless stipulated otherwise in Section B.
3. In accordance with paragraph 2 of Article 6.2, in the case of intended binding advice regarding the continuation of studies, a student who has not met the standard will be informed in writing that the dean intends to issue the student with negative binding advice regarding continuation of studies. The same procedure applies in the next year of enrolment if the student is permitted to continue with the degree programme as a result of personal circumstances (see Article 6.4) and has still not successfully met all of the requirements of the first year of study by that time.
4. Along with the information referred to in the previous paragraph, the student will also be informed of the possibility of being heard by or on behalf of the dean and of how he/she can apply for such a hearing.
5. As soon as possible after the hearing, it is determined by or on behalf of the dean which students will be issued with negative binding advice regarding continuation of studies.
6. Students may lodge an appeal against a decision on binding negative advice regarding continuation of studies with the institution’s Examination Appeals Board within six weeks of the day of the decision’s announcement.
7. Students who receive binding negative advice regarding continuation of studies may therefore not enrol in the Bachelor’s programmes named in Section B of Article 7.2 during the subsequent three academic years.

8. Further provisions concerning binding advice on the continuation of studies, if applicable, are included in Section B.

**Article A.6.4 Personal circumstances**

1. The dean will not include a rejection in the advice regarding the continuation of studies in the case of personal circumstances as a result of which the student concerned cannot have been reasonably expected to have met the BSA standard set.

2. If a circumstance, as referred to in paragraph 3, should occur, the student must notify the study adviser as soon as possible, providing details of:
   a. the period in which the circumstance occurs or occurred;
   b. a description of the circumstance and its seriousness;
   c. the extent to which the student cannot or could not participate in instruction/classes or an exam.
   It is the student’s responsibility to submit documentary evidence to substantiate his/her notification. The further procedure on this is described in Section B.

3. Within the meaning of this article, only the following are deemed to be personal circumstances:
   a. illness of the student;
   b. physical, sensory or other function impairment of the student;
   c. pregnancy of the student;
   d. special family circumstances;
   e. membership of a representative advisory body or degree programme committee of the University;
   f. membership of an assessment committee as referred to in Section 5a of the WHW;
   g. membership of the committee of a student organisation designated by the Minister within the context of the Regulation on the Administrative Provisions for National Graduation Support in Higher Education;
   h. other individually determined personal circumstances and other activities described in individual cases of general benefit to society or in the interests of the University.

4. If the dean determines that there is a case of personal circumstances within the meaning of this article, the dean will determine a period that does justice to the nature and seriousness of the student’s personal circumstances in which the components of the first year of the degree programme can be successfully completed. The further procedure on this is described in Section B.

**Article A.6.5 Adaptations for students with a disability**

1. Students with a disability can submit a written request to the study adviser to qualify for special adaptations with regard to teaching, practical training and examinations. These adaptations will accommodate the student’s individual disability as much as possible, but may not alter the quality or degree of difficulty of a unit of study or an examination. In all cases, the student must fulfil the exit qualifications for the degree programme.

2. The request referred to in the first paragraph will only be processed if accompanied by a recommendation from a student counsellor. The recommendation may be no more than twelve weeks old and must in part be based on a recent statement from a physician or a psychologist included in the BIG register².

3. The dean or, on his/her behalf, the College/Graduate School director or the programme director decides on the adaptations concerning the teaching facilities and logistics. The Examinations Board will rule on requests for adaptations with regard to examinations.

4. A request for adaptations will be refused if it would place a disproportionate burden on the organisation or the resources of the faculty or university were it to be upheld.

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² BIG register: Dutch Healthcare Professionals register.
5. In the event of a positive decision in response to a request as referred to in paragraph 1, the student will make an appointment with the study adviser to discuss the details of the provisions.
6. If the disability justifies an extension to the time in which the examination may be sat, the Examinations Board will issue a statement testifying to this entitlement to an extension.
7. The statement referred to in paragraph 6 is valid for a maximum period of one year. This period of validity can be extended on the recommendation of a student counsellor.

7. Hardship clause

Article A.7.1 Hardship clause
In instances not regulated by the Teaching and Examination Regulations or in the event of demonstrable extreme unreasonableness and unfairness, the dean responsible for the degree programme will decide, unless the matter concerned is the responsibility of the Examinations Board.

8. Transitional and final provisions

Article A.8.1 Amendments and periodic review (Section A)
1. Any amendment to Section A of the Teaching and Examination Regulations will be adopted by the dean, with due observance of the guideline under Section 9.5 of the WHW adopted by the Executive Board with regard to Section A, and with due observance of the competences of the relevant representative bodies.
2. An amendment to this section of the Teaching and Examination Regulations only pertains to an academic year that is already in progress if this does not demonstrably damage the interests of students.

Article A.8.2 Transitional provisions
Notwithstanding the current Teaching and Examination Regulations, the transitional provisions described in Section B apply for students who started the programme under a previous set of Teaching and Examination Regulations.

Article A.8.3 Publication
1. The dean will ensure the appropriate publication of Sections A and B of these Regulations, and any amendments to them.
2. The Teaching and Examination Regulations will be posted on the faculty website and must also be included in the Course Catalogue.

Article A.8.4 Effective date
Section A of these Regulations will come into force as of 1 September 2016.

Thus drawn up by the dean of the Faculty of Social and Behavioural Sciences on 14 July 2016.
Section B: programme-specific section

1. General provisions

Article B.1.1 Definitions
a. director: the director of the College of Communication;
b. dean: the dean of the Faculty of Social and Behavioural Sciences;
c. resit: an additional opportunity to take a summative test (or partial
test), for students who, due to special circumstances, were not
able to use the first test opportunity or were not successful in
their previous attempt;
d. course description: the practical and content information about a unit of study, as
included in the digital course catalogue (including the course
code, number of credits, course period and a brief description of
the course content);
e. module guide the manual of the unit of study which includes all relevant
information for that unit. The module guide can be downloaded
from the digital learning environment. The course description is
included in the module guide;
f. portfolio: the collection of educational products (written and/or digital)
with regard to the performance of the student within the
programme;
g. component: a unit of study as defined by the WHW. Synonyms are module
or course. An examination is linked to every component.
h. semester: part of an academic year; one academic year comprises two
semesters;
i. student: a person who is enrolled at the university for the purpose of
attending courses and/or taking part in examinations of the
programme;
j. workload the workload of the unit of study to which an interim
examination applies, expressed in terms of credits = ECTS
credits (ECTS = European Credit and Transfer Accumulation
System). The workload for 1 year (1,680 hours) is 60 ECTS
credits;
k. test: an instrument that allows the examiner to assess the extent to
which the student has acquired specific knowledge,
understanding and/or skills. A test may consists of several
partial tests. The key difference between a test and a partial test
is that students have to pass each test to pass the course,
whereas marks for partial tests may compensate each other.
l. examination: an assessment of the student’s knowledge, understanding and
skills relating to a unit of study. The assessment is usually
expressed in terms of a final mark, but can also be expressed
with the annotation AVV/NAV (“obligations met”/”obligations
not met”). An examination may consist of one or more tests
and/or partial tests (toetsen/deeltoetsen);
m. exam (tentamen): a test that is administered (in writing) at a specific time
according to a specific procedure. An exam is part of the
examination, as referred to in paragraph l. of this article.
n. track: the Bachelor’s programme is offered in Dutch and in English.
For clarity, in these Regulations, the term Dutch track refers to
the programme taught in Dutch and English track refers to the
programme taught in English.
Article B.1. 2 Degree programme information
1. The programme Communicatiewetenschap/Communication Science CROHO number 56615 is offered on a full-time basis. The programme is offered in a Dutch and an English track. For more information, see Chapter 3 of Section B.

2. Programme objectives and exit qualifications

Article B.2.1 Programme objective
The programme aims to equip students with knowledge, understanding and skills in the field of communication science, and with the exit qualifications described in Article 2.2 of Section B.

Article B.2.2 Exit qualifications
In all events, a graduate of the degree programme will have:
   a. Knowledge and understanding in the field of communication science:
      • the graduate will have knowledge and understanding of the main theories within communication science, across the broad of the field;
      • the graduate can analyse processes of mediated communication in theoretical terms;
      • the graduate can use this knowledge and understanding to discuss relevant ethical and societal aspects.
   b. Research knowledge and skills:
      • the graduate has demonstrable knowledge and insight into the common ways in which research is conducted within the field, the components of the research process, and the current methods and techniques of research;
      • the graduate can empirically conduct research on processes of mediated communication within a provided framework;
      • the graduate is able to analyse societal problems in a scientific way by translating these problems in terms of existing theories and by conducting research.
   c. Academic skills:
      • the graduate knows the academic rules, routines and conventions relating to the collection and presentation of information, and can independently apply these;
      • the graduate can reason, argue, and analyse on an academic level;
      • the graduate can collaborate at an academic level, and can present findings clearly and in an academic style to colleagues and laymen, orally and in writing.
   d. Problem-solving ability:
      • the graduate can formulate, conduct research on, and resolve societal, professional and/or relevant scientific problems in a scientific manner, making use of existing knowledge within the field for this.
   c. Academic attitude:
      • the graduate can reflect on his or her own thinking and doing; and seeks to learn independently;
      • the graduate has an analytical, critical and professional attitude.

3. Further admission requirements

Article B.3.1 Additional previous education requirements
1. Students who do not meet the previous education requirements but have successfully completed the propaedeutic examination of a higher professional education programme can gain admission to the programme.
2. Students with an old-style VWO diploma without Mathematics A or B are not automatically admitted to the programme. Based on the provisions of Section 7.25, paragraph 4 of the WHW, they may submit a request for admission to the Executive Board. Students can only be admitted with a Statement of Admission, issued by the Executive Board.

Article B.3.2 Entrance examination (colloquium doctum)
1. The entrance examination referred to in Article 2.3 (Section A) concerns the following subjects at the final pre-university (VWO) examination level:
   a. English (Engels)
   b. History or Social sciences (Geschiedenis of Maatschappijwetenschappen)
   c. Mathematics (Wiskunde)
2. The proof that the entrance examination (colloquium doctum) has been passed provides entitlement to admission to the intended programme or programmes for the academic year after the examination was taken only.

Article B.3.3 Language requirements
1. A student whose previous education was not in a Dutch-speaking country must demonstrate that he/she has sufficient proficiency in the language of instruction in order to follow academic higher education successfully.
2. For Dutch, as language of instruction in the Dutch track, this requirement can be met through the successful completion of one of the following examinations:
   • the state examination for Dutch as a Second Language, examination II (NT2 II);
3. For English, as language of instruction in the English track, this requirement can be met through the successful completion of one of the following examinations:
   • TOEFL-test: minimum score 92, at least 20 on each sub-score (237 computer-based/580 paper-based test).
   • Academic IELTS-test: minimum score 6.5, at least 6 on each sub-score.
   • Cambridge International Examinations: minimum scores Cambridge English: First - A; Advanced - C; Proficiency - C.
   The English language test must have been completed no earlier than 2 years prior to the start of the programme.
4. Exemption is granted from the examination in English referred to in paragraph 3 to students who:
   • obtained their English-language diploma in secondary or tertiary education in Australia, Canada (with the exception of Quebec), Ireland, New Zealand, the United Kingdom or the United States of America, or;
   • have an English-language ‘international baccalaureate’ diploma.

Article B.3.4 Free curriculum
The student has the option of compiling a curriculum of his/her own choice which deviates from the curricula prescribed by the programme, as stipulated in Article B.4.5. The concrete details of such a curriculum must be approved beforehand by the most appropriate Examinations Board.

4. Curriculum structure

Article B.4.1 Composition of programme
1. The programme comprises the units of study included in Section B of the Teaching and Examination Regulations.
2. The programme has a workload of 180 ECTS.
3. A unit of study comprises 6 ECTS or a multiple thereof, with the exception of the following components: Internship (16 ECTS) and Academic Skills Tutoring/Portfolio (2 ECTS).
Article B.4.2 Type of programme
1. The programme is offered on a full-time basis. There are transitional arrangements for students who started the programme before September 2011 on a part-time basis: they are allowed to complete the full-time programme at a different pace, in consultation with the study advisor.
2. The programme may only be started once per year.
3. When registering for the programme, either the Dutch or the English track must be selected. Transfer from the Dutch track to the English track (or vice versa) is only possible at the transition from Bachelor Year 1 to Bachelor Year 2. The student may submit a written request before 1 May (before starting Bachelor Year 2) to the study adviser (via studyadviser-colleges@uva.nl). In order to be eligible for a transfer to a different track, the student must have obtained at least 48 ECTS of the courses of Bachelor Year 1. In addition, the student must meet the language requirements of the track the student wishes to transfer to, as stipulated in Article B.3.3 of these Regulations.

Article B.4.3 Language of instruction
1. Classes are taught, and examinations are administered (and completed by the student) in Dutch in the Dutch track.
2. Classes are taught, and examinations are administered (and completed by the student) in English in the English track.
3. Notwithstanding the provisions in paragraph 1, courses and examinations may also be offered in a language other than Dutch, if required because of the specific nature, organisation or quality of the programme. If this is the case, this will be indicated in the course description in the digital Course Catalogue.
4. On decisions, referred to in paragraph 3, the ‘code of conduct governing foreign languages at the University of Amsterdam’, as determined by the Executive Board by resolution of September 7, 2000 applies.

Article B.4.4 Programme structure
1. For students who start the programme in the academic year 2016-2017, the Bachelor’s programme (180 ECTS) consists of three phases: an introductory phase that comprises 30 credits, a broadening and deepening phase that comprises 90 credits, and an integration phase that comprises 58 credits. In addition, students participate in Academic Skills Tutoring groups in their first year, and they maintain a portfolio throughout their Bachelor’s (2 credits). The Bachelor’s programme is concluded with a final examination.
2. Students who started the programme before September 2016, should consult the Teaching and Examination Regulations of the academic year they started the programme for their curriculum. Transitional arrangements are included in the course description of the specific course (see the Course Catalogue).
3. The programme for students who are admitted to the short-track Bachelor’s programme (90 credits exempted) based on their relevant undergraduate degree with an applied emphasis (HBO), is different. The short-track Bachelor’s programme for students who start the programme in 2016-2017 is set out in Article B.4.6 of these Regulations.

Article B.4.5 Full curriculum – Dutch or English
1. The study programme for students who start the programme in academic year 2016-2017 consists of the following phases and units of study:\[4\]

4 More information on when the courses are scheduled, can be found in the course descriptions in the Course Catalogue.
The introductory phase (phase 1) consists of the following units of study and accompanying study loads:

<table>
<thead>
<tr>
<th>Units of study phase 1 (30 ECTS)</th>
<th>Dutch track</th>
<th>English track</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inleiding Communicatiewetenschap (ICW)</td>
<td>Introduction to Communication Science</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Methoden van Communicatieonderzoek en Beschrijvende Statistiek (MCO/BS)</td>
<td>Methods of Communication Research and Statistics</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Eerste Onderzoekspracticum: Survey (OP I)</td>
<td>Research Workshop: Survey</td>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>

The broadening and deepening phase (phase 2) comprises the following components:
A. General compulsory components, 60 credits.
B. Electives, 30 credits.

A. General compulsory components
The general compulsory components are the following units of study and accompanying study loads:

<table>
<thead>
<tr>
<th>Units of study phase (60 ECTS)</th>
<th>Dutch track</th>
<th>English track</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corporate Communicatie (DCW-1)</td>
<td>Corporate Communication (1)</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Medialandschap (ML)</td>
<td>The Media Landscape</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Wetenschapsfilosofie en Methodologie (WFM)</td>
<td>Philosophy of Science and Methodology</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Entertainmentcommunicatie (DCW-2)</td>
<td>Entertainment Communication (2)</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Tweede Onderzoekspracticum: Inhoudsanalyse (OP II)</td>
<td>Research Workshop: Content Analysis</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Persuasieve Communicatie (DCW-3)</td>
<td>Persuasive Communication (3)</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Inferentiële Statistiek (IS)</td>
<td>Inferential Statistics</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Politieke Communicatie en Journalistiek (DCW-4)</td>
<td>Political Communication and Journalism (4)</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Kwalitatief Onderzoek (KO)</td>
<td>Qualitative Research</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Derde Onderzoekspracticum: Experiment (OP III)</td>
<td>Research Workshop: Experiment</td>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>

B. Electives
The programme contains 30 credits for electives. Students should preferably choose electives that are not part of the Communication Science study programme. If students do want to choose electives from within Communication Science, they may only choose courses that are not part of the regular curriculum. There is a maximum of 12 ECTS credits to attend courses with a propaedeutic level or courses that are focused on acquiring a skill (vaardighedenvakken), unless the courses are part of a minor that is approved by the Examinations Board. The Examinations Board must approve the electives the student chooses. The student must submit a request for approval via SIS. More information about choosing electives and a list of examples can be found in the Course Catalogue.
The integration phase (phase 3) consists of the following units of study and accompanying study loads:

<table>
<thead>
<tr>
<th>Units of study phase 3 (58 ECTS)</th>
<th>English track</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dutch track</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Communicatieadvies en Onderzoek in de Praktijk (CAOP)</td>
<td>Communication Consultancy</td>
<td>6</td>
</tr>
<tr>
<td>Communicatie-ethiek (CE)</td>
<td>Communication Ethics</td>
<td>6</td>
</tr>
<tr>
<td>Stage</td>
<td>Internship</td>
<td>16</td>
</tr>
<tr>
<td>Two Topics CW</td>
<td>Two Topics in Communication Science (in English)</td>
<td>2x6</td>
</tr>
<tr>
<td>Afstudeerproject (AP)</td>
<td>Graduation Project</td>
<td>18</td>
</tr>
</tbody>
</table>

Participating in Academic Skills Tutoring and maintaining a portfolio is also part of the graduation requirements.

<table>
<thead>
<tr>
<th>Unit of study Academic Skills Tutoring (2 ECTS)5</th>
<th>English track</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dutch track</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tutoraat/Portfolio</td>
<td>Academic Skills Tutoring/Portfolio</td>
<td>2</td>
</tr>
</tbody>
</table>

2. The units of study of year 1 of the Bachelor’s programme (i.e. Inleiding Communicatie-wetenschap; Methoden van Communicatieonderzoek en Beschrijvende Statistiek; Eerste en Tweede Onderzoekspracticum; Corporate Communicatie; Entertainmentcommunicatie; Medialandschap; and Wetenschapsfilosofie en Methodologie) may be replaced by the propaedeutic exam of the Bachelor’s programme Communicatiewetenschap at Radboud Universiteit Nijmegen, the Bachelor’s programme Toegepaste Communicatiewetenschap at Universiteit Twente or the Bachelor’s programme Communicatiewetenschap at the Vrije Universiteit.

3. Holders of a Bachelor’s degree of an undergraduate degree programme with an applied emphasis (HBO) are admitted to a short-track Bachelor’s programme. The Examinations Board decides which exemptions are possible and which courses must be included in the programme. A request for exemptions on the basis of a Bachelor’s degree with an applied emphasis must be submitted before 1 June (in the year the programme will be started).

Article B.4.6 Short-track curriculum (90 credits exempted) - Dutch
The study programme for students who are admitted to the short-track Bachelor’s programme (90 credits exempted) and start the programme in academic year 2016-2017 consists of the following three phases: an introductory phase (phase 1) that comprises 30 credits, a broadening and deepening phase (phase 2) that comprises 42 credits and an integration phase (phase 3) that comprises 18 credits. The short-track Bachelor’s programme is concluded with a final examination. The short-track programme consists of the following units of study and accompanying study loads:

<table>
<thead>
<tr>
<th>Units of study phase 1 (30 ECTS)</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dutch track</td>
<td></td>
</tr>
<tr>
<td>Inleiding Communicatiewetenschap (ICW)</td>
<td>12</td>
</tr>
<tr>
<td>Methoden van Communicatieonderzoek en Beschrijvende Statistiek (MCO/BS)</td>
<td>12</td>
</tr>
<tr>
<td>Practicum Academische en Onderzoeksvaardigheden6 (PAOV)</td>
<td>6</td>
</tr>
</tbody>
</table>

5 The course Academic Skills Tutoring consists of the following course components: 1.5 credits for participating in tutorial groups, including accompanying assignments and maintaining a portfolio, and 0.5 credit for research participation. Only if all requirements are met and all assignments are completed, the student will be awarded 2 credits.

6 Philosophy of Science is part of this course.
Units of study Phase 2 (42 ECTS)

<table>
<thead>
<tr>
<th>Dutch track</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corporate Communicatie (DCW-1)</td>
<td>6</td>
</tr>
<tr>
<td>Inferentiële Statistiek (IS)</td>
<td>6</td>
</tr>
<tr>
<td>Entertainmentcommunicatie (DCW-2)</td>
<td>6</td>
</tr>
<tr>
<td>Kwalitatief Onderzoek (KO)</td>
<td>6</td>
</tr>
<tr>
<td>Tweede Onderzoekspracticum: Inhoudsanalyse (OP II)</td>
<td>6</td>
</tr>
<tr>
<td>Persuasieve Communicatie (DCW-3)</td>
<td>6</td>
</tr>
<tr>
<td>Politieke Communicatie en Journalistiek (DCW-4)</td>
<td>6</td>
</tr>
</tbody>
</table>

Units of study Phase 3 (18 ECTS)

<table>
<thead>
<tr>
<th>Dutch track</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Afstudeerproject (AP)</td>
<td>18</td>
</tr>
</tbody>
</table>

Article B.4.7 Major programmes
The College of Communication offers Majors for students of the Bachelor’s in Future Planet Studies and Bèta-gamma. To start a Major, a student must have obtained at least 48 ECTS of the first year of the Bachelor’s in, respectively Future Planet Studies, or Bèta-gamma. The units of study of both Major programmes and accompanying entry requirements are listed in the Course Catalogue of the Bachelor’s in Communication Science (http://studiegids.uva.nl).

Article B.4.8 Sequence of examinations and entry requirements
1. Within the Bachelor’s programme, there is a prescribed sequence of participating in courses. This sequence derives from the cumulative structure of the programme: the introductory phase (phase 1) precedes the broadening and deepening phase (phase 2), which is followed by the integration phase (phase 3). For the short-track Bachelor’s programme there is a similar sequence, which also derives from the cumulative structure of the programme.
2. Students may participate in examinations or practical exercises of the units below only if they have passed the examination or examinations for the units mentioned hereinafter:
   a. students who are enrolled in the regular Bachelor’s programme must have obtained at least 48 credits of the required courses of the first year of their track\(^7\), to be able to start the courses of the second year, in accordance with the rules concerning binding advice on the continuation of studies (see Article A.6.3 and B.7.2 of these Regulations). In addition the following entry requirements apply. For the Dutch track the following applies:
      • Methoden van Communicatieonderzoek en Beschrijvende Statistiek must be completed, before starting Inferentiële Statistiek;
      • Inferentiële Statistiek must be completed, before starting Derde Onderzoekspracticum: Experiment.
   For the English track the following applies:
      • Methods of Communication Research and Statistics must be completed, before starting Inferential Statistics;
      • Inferential Statistics must be completed, before starting Research Workshop: Experiment.

\(^7\) Courses Year 1 Dutch track: Inleiding Communicatiewetenschap; Methoden van Communicatieonderzoek en Beschrijvende Statistiek; Eerste Onderzoekspracticum: Survey; DCW-1 Corporate Communicatie; Medialandschap; DCW-2 Entertainmentcommunicatie; Wetenschapsfilosofie en Methodologie en Tweede Onderzoekspracticum: Inhoudsanalyse.
Courses year 1 English track: Introduction to Communication Science; Methods of Communication Research and Statistics; Research Workshop: Survey; Corporate Communication; The Media Landscape; Entertainment Communication; Philosophy of Science and Methodology and Research Workshop: Content Analysis.
b. students who are enrolled in the regular Bachelor’s programme must have obtained at least 72 credits of the compulsory courses (electives excluded), before starting the courses of the third phase (year 3). The following courses should be included:

- Inleiding Communicatiewetenschap or Introduction to Communication Science;
- Methoden van Communicatieonderzoek en Beschrijvende Statistiek or Methods of Communication Research and Statistics.

In addition, before starting the Afsjudeerproject or Graduation Project, the student must complete all courses of the first and second phase (electives excluded);

c. students who are registered for the short-track Bachelor’s programme (90 credits exempted) must have completed Methoden van Communicatieonderzoek en Beschrijvende Statistiek before starting Inferentiële Statistiek;

d. students who are registered for the short-track Bachelor’s programme (90 credits exempted) must have completed the following courses, before starting Afsjudeerproject:

- all courses of the first phase (Inleiding Communicatiewetenschap, Methoden van Communicatieonderzoek en Beschrijvende Statistiek, en Practicum Academische en Onderzoeksvaardigheden);
- the following courses of second phase: Inferentiële Statistiek, Kwalitatief Onderzoek, Tweede Onderzoekspracticum: Inhoudsanalyse, and at least two of the four ‘domein modules’ (DCW-1 Corporate Communicatie, DCW-2 Entertainment-communicatie, DCW-3 Persuasieve Communicatie and/or DCW-4 Politieke Communicatie en Journalistiek).

e. Students who started the programme before September 2010, are allowed to choose Topics in Communication Science as an elective, provided that they have completed Inleiding Communicatiewetenschap en Methoden van Communicatieonderzoek I (or Methoden van Communicatieonderzoek en Beschrijvende Statistiek) of Bachelor Year 1.

f. The entry requirements for each course are included in the course description in the Course Catalogue.

3. The prescribed sequence for participating in courses for students who started the programme before September 2016 is included in the Teaching and Examination Regulations of the year of commencement of the study.

4. In exceptional cases, the Examinations Board may, at the student’s reasoned request, deviate from the sequence mentioned in paragraph 2 of this Article, with or without stipulating conditions. The procedure for submitting such a request can be found on the website (http://student.uva.nl/cs/az).

5. Participation in courses in which skills, methods or techniques are practiced may be mandatory, because of the assessment of the course or as a condition for participating in the examination of the course (also see Article B.4.9).

**Article B.4.9 Attendance requirements**

1. In the event a unit of study consists of one or more tutorials or practical training sessions (as stipulated in Article B.4.8, paragraph 5), the student is in principle required to attend these meetings and prepare for them properly. The module guide provides further details of the attendance rules.

2. If the student is not able to attend a tutorial/practical training, he/she needs to inform the lecturer, along with the reasons for his/her absence.

3. Should the student not be able to fulfil the attendance requirements due to special circumstances, the lecturer will determine, after he/she has been informed by the student about the reasons of the absence, whether and in what way the student can still fulfil attendance requirements.

4. Should the student not agree with the decision made by the lecturer as stipulated in paragraph 3, the student may appeal the decision at the Examinations Board.

5. The Examinations Board may make an exception to the attendance rules in response to the student’s request.
Article B.4.10  Registration for courses and rules for priority admission

1. Every student must register for each study unit of study. To participate in the educational programme, the student must register during the period specified in the academic calendar (http://student.uva.nl/cs/az, see Academic calendar) and according to procedures mentioned there. The student may not be allowed to participate in the educational programme if he or she does not register or fails to do so on time.

2. Admission to courses/programme components with limited capacity is based upon the following consecutive priority rules (provided that the entry requirements as stated in Article B.4.8, paragraph 2 are met):
   a. students who are enrolled in the Bachelor’s programme, the minor or the pre-Master’s programme are given priority when registering for the required courses of their programme/track;
   b. subsequently, priority is given to students who are participating in an exchange programme;
   c. in the event of sufficient capacity, other students of the university may submit a request for admission to the Examinations Board.

Admission to electives is granted in order of registration.

3. Students may register for a maximum of 42 credits per semester. This amount may be extended in consultation with the programme coordinator/study adviser.

4. Students who have participated in a course, but failed, may consult the course description (in the Course Catalogue) for the form of testing and assessment. Additional information about resit regulations can be found in the module guide of the specific course.

5. The Examinations Board may make an exception to the provisions described in paragraph 4 if the student, due to special circumstances, was not able to complete the course.

Article B.4.11  Further conditions for exemptions and components completed elsewhere

1. A maximum of 90 ECTS of the curriculum may be accumulated through granted exemptions. At the student’s request, the Examinations Board may exempt a student from one or more examinations, if the student:
   a. completed a component that is equivalent in terms of content and level, as part of a university degree programme or undergraduate degree programme with an applied emphasis;
   b. can demonstrate that they have acquired sufficient knowledge and skills through work- or professional experience with respect to a specific component.

The procedure for submitting such a request can be found on the website (http://student.uva.nl/cs/az, see ‘Examinations Board’). The Examinations Board will decide within 20 working days, if the request will be granted.

2. Courses that are not part of the programme may only be included in the programme with permission of the Examinations Board. A request for permission must be submitted before starting the course.

3. If the student has completed components at a higher education institution before starting the programme, exemption may only be granted on the basis of paragraph 1 of this Article.

4. If a student is exempted from a specific unit of study, this unit of study will be administered in SIS with the designation ‘VRY’.

Article B.4.12  Validity period for results

1. The validity period for successfully completed courses (units of study) is 7 years.

2. In individual cases, the Examinations Board is authorised to extend the period of validity of successfully completed courses for a period which will be determined by the Examinations Board.

3. If a student has successfully completed courses that are not part of the current examination requirements, and for which no transitional arrangement are determined in these Regulations, the Examinations Board will decide if, and to what extent the completed examinations will provide exemption for components of the current examination requirements.
Article B 4.13 Internationalisation
Attention will be paid to internationalisation during the Bachelor’s programme. An overview of
the options available can be found in the Course Catalogue (http://studiegids.uva.nl).

5. Education, assessment and examination at the College of Communication

Article B.5.1 General provisions
1. During the course students are tested to determine whether they have sufficiently achieved
the learning objectives of the course.
2. The achievements that the student must fulfil successfully to complete the course, and the
criteria according to which the student will be assessed are included in the module guide.
3. The procedures regarding assessment and testing are described in the Rules and Regulations
for the Examinations Board ex Article 7.12, paragraph 4 of the WHW.
4. The units of study listed in Chapter 2 of Section B are concluded with a written exam and/or a
paper/assignment, unless otherwise specified in the module guide.
5. For the requirements in terms of content, the relevant provisions as stated in the module guide
of the course apply.
6. Notwithstanding the provisions in paragraph 4, the Examinations Board may decide that units
of study can be completed differently, with due observance of the provisions in paragraph 8.
7. Lecture material is part of the study material that will be assessed, unless the module guide
specifies otherwise.
8. The assessment of a module may not consist of multiple-choice questions only.
9. Requirements for internships and theses are described in separate manuals. These manuals
are determined by the Examinations Board, after consulting the Programme Committee. The
manus can be downloaded via (http://student.uva.nl/cs/az).
10. The validity period for successfully completed tests or partial tests will lapse after the course
is ended, unless the module guide stipulates otherwise.

Article B.5.2 Module guide
1. Prior to the start of the module a module guide will be produced which includes at least the
following components:
   a. the learning objectives of the module;
   b. rules related to participation and absence, including the participation requirements as
      stipulated in Article B.4.9;
   c. the requirements for completing the module;
   d. if the examination consists of more than one component, the way in which the final
      mark is determined and the validity of successfully completed partial results;
   e. information on resit regulations;
   f. a reference to the most important results of the course evaluations;
2. The course description in the Course Catalogue is part of the module guide. Additions or
   corrections are included in the module guide.
3. A general description of every module of the degree programme forms part of the Course
   Catalogue. Learning objectives, teaching method, literature and form of testing and
   assessment are added to this description, well before the course starts. The lecturer is
   responsible for publishing the module guide on the digital learning environment prior to the
   start of the course.

Article B.5.3 Portfolio
1. Each student keeps a portfolio, with the exception of short-track Bachelor’s students (90
   credits exempted, see Article B.4.5 and B.4.6).
2. The portfolio should contain sufficient evidence of the acquired skills, especially regarding
   the academic attitude, as referred to in Article B.2.1 and B.2.2. The examiner will determine
   if the provided evidence is sufficient.
3. The requirements for the portfolio are included in the module guide of the course
   Tutoraat/Academic Skills Tutoring.
Article B.5.4 Bachelor’s thesis
1. The final paper/thesis of the course Afstudeerproject/Graduation Project is assessed by the supervisor. This assessment is reviewed by the Thesis Quality Bachelor Committee (TQB).
2. The assessment of the Bachelor’s thesis is based on specific set criteria that are listed on the thesis assessment form.
3. Other provisions regarding the assessment of the Bachelor’s thesis are included in the module guide of the course Afstudeerproject/Graduation Project, which is published on the digital learning environment.

Article B.5.5 Further provisions concerning examination opportunities
If the examination of a course consists of several tests or partial tests, there is a resit opportunity for every test that has to be completed sufficiently to pass the course. The examiner may decide to resit every partial test separately, or combine the resits of several partial tests. A resit always covers the same material as the original test.

Article B.5.6 Further provisions concerning results
1. If, according to the examiner, the annotation for a unit of study cannot be expressed as a mark, the examiner can either use the annotation “obligations met” (AVV) or “obligations not met” (NAV).
2. Students who are registered for a unit and do not complete that unit, will receive the annotation “obligations not met” (NAV).
3. Students who are registered for a unit but do not participate in that unit, will receive the annotation “not attended” (NAP).
4. In addition to Article A4.6, paragraph 3, the final mark of a course is considered a pass if the unrounded mark is 5.5 or higher. If marks are determined without decimals (hele cijfers), a final mark of 6.0 is considered a pass.
5. The fail/pass boundary as described in paragraph 4 applies to all results that are dated on or after 1 September 2006. This change does not alter results dated before 1 September 2006.
6. Courses offered by universities outside of the Netherlands may only be included in the programme with permission of the Examinations Board. These courses will be given the annotation “obligations met” (AVV).

Article B.5.7 Determining and announcing results
1. The examiner determines the result (= mark) of a written exam or test as soon as possible, but in any case within twenty working days. The examiner submits the necessary information to the Programme Administration so that the mark can be registered. The student will be notified of his/her result, at least 14 calendar days before the resit. If the examination of a course consists of several partial exams (deeltentamens), the result of the partial exam must be announced at least 7 calendar days before the next partial exam.
2. A student may submit a request for reassessment to the examiner. Subsequently, within six weeks of the announcement of the result, the student may lodge an appeal with the Examinations Board. In addition, the student may lodge an appeal against the way in which the result was reached with the Examination Appeals Board (COBEX) within six weeks of the announcement of the result. A request for reassessment does not affect the time period for lodging an appeal.

Article B.5.8 Final examination
1. The Examinations Board determines the results of the final examination after it has established that the student has passed all the units of study belonging to the programme and thus acquired the necessary academic skills.
2. Before the result of the final examination can be determined, the Examinations Board may institute an inquiry into the knowledge of the student regarding one or more units of study or aspects of the programme, if and insofar the results of the relevant tests give them reason to do so.
3. A diploma can only be awarded after the student has satisfied all the procedural requirements, including the payment of tuition fees.
4. The regulations governing the award of the designation “cum laude” (with distinction) are contained in the Rules and Regulations for the Examinations Board.

5. Upon the student’s reasoned request, the Examinations Board may defer setting the date of the final examination.

Article B.5.9 Admission to follow-on Master’s

Holders of a Bachelor’s degree in Communication Science of the University of Amsterdam are considered to have the knowledge, understanding and skills required for admission to the Master’s programme Communication Science and will therefore be admitted to this programme.

6. Honours programme – and Excellence programme

Article B.6.1 Honours programme and Excellence programme

1. The Examinations Board decides upon admission to the Honours or Excellence programme. Students are eligible for admission to the Honours programme if they meet the following criteria:
   a. the student must have secured all credits from the first year or and have been awarded a weighted average mark of 7.5 or higher;
   b. the student did not take any resits (as a result of a fail);
   c. the student must submit a reasoned request to the Examinations Board.

In addition to a broadening (interdisciplinary) Honours programme, the College of Communication also offers a deepening (disciplinary) Excellence programme. Students are eligible for admission to the Excellence programme if they meet the following criteria:
   a. the student must have secured all credits from the first year and have been awarded a weighted average mark of 7.0 or higher;
   b. the student must submit a reasoned request to the Examinations Board.

2. The Honours programme consists of at least 30 credits, including the units of study as stipulated in Section B (Article 6.2, paragraph 1) of these Regulations. The Excellence programme consists of at least 30 credits, including the units of study as stipulated in Section B (Article 6.2, paragraph 2) of these Regulations.

3. The Examinations Board determines if a student is eligible for a University of Amsterdam Honours certificate or a Communication Science Excellence certificate. The student receives a Honours certificate if: all units of study of the Honours programme (as stipulated in article B.6.2, Paragraph 1) are completed, and;
   a. the student has completed all units of study of the degree programme without having to use resits (as a result of a fail), and has achieved a weighted average mark of 7.5 or higher (the units of study of the Honours programme are exempted from this requirement);
   b. has met the requirements of the regular Bachelor’s programme within the nominal duration of study (3 years).

The student receives an Excellence certificate if: all units of study of the Excellence programme (as stipulated in Article B.6.2, paragraph 2) are completed, and;
   a. the student has completed all units of study of the degree programme, and has achieved a weighted average mark of 7.0 or higher (the units of study of the Excellence programme are exempted from this requirement);
   b. has met the requirements of the regular Bachelor’s programme within the nominal duration of study (3 years).

4. In special circumstances, and upon the student’s reasoned request, the Examinations Board may deviate from the provisions in this Article.

Article B.6.2 Curriculum Honours programme and Excellence programme

1. The Honours programme consists of at least 30 credits, including the following units of study:
A detailed description of the Honours- and Excellence programme can be found in the Course Catalogue.

Article B.6.3 Honours- and Excellence diploma
If a student has successfully completed the Honours- or Excellence programme, referred to in Article B.6.1, the student will receive a certificate indicating that the student has successfully completed the Honours- or Excellence programme.

7. Academic student counselling and advice regarding continuation of studies

Article B.7.1 Academic student counselling
Enrolled students are eligible for academic student counselling, with the exception of external students. The types of academic student counselling available are listed in the Course Catalogue.

Article B.7.2 Binding (negative) advice regarding continuation of studies (BSA)
1. To receive a positive advice regarding continuation of studies, a student must obtain at least 48 ECTS credits from the first-year degree programme.
   Students who are admitted to the short-track Bachelor’s programme (90 credits exempted) are automatically exempted from the BSA requirements.
2. The advice is issued by the Examinations Board on behalf of the dean. The Examinations Board mandates the so-called “BSA committee CW” to execute this task.
3. A student who has not met the requirements of the BSA at the end of his/her first year, but has nevertheless received written permission of the dean to continue his studies, must fulfil the regular entry requirements as stipulated in Article B.4.8.
4. Students who receive a binding negative advice regarding the continuation of studies may not enrol in the following Bachelor’s programme offered by the Faculty: Communicatiewetenschap/Communication Science (CROHO 566515).
5. The student is responsible for providing evidence for his/her notification of personal circumstances. The procedure in this regard is described in the “Guidelines of the BSA committee CW”.

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*Excellence courses CW from the VU Amsterdam Bachelor’s programme may be taken instead of Topics CW.*
8. Transitional and final provisions

Article B.8.1 Amendments and periodic review (Section B)
1. Any amendment to Section B of the Teaching and Examination Regulations will be adopted by the dean after taking advice from the relevant Programme Committee. A copy of the advice will be sent to the authorised representative advisory body.
2. An amendment to Section B of the Teaching and Examination Regulations requires the approval of the faculty representative advisory body if it concerns components not related to the subject of Section 7.13, subsection 2 under a to g, and subsection 4 of the WHW. Components related to the subject of Section 7.13, subsection 2, under v must be submitted to the faculty representative advisory body for advice.
3. An amendment to the Teaching and Examination Regulations only pertains to an academic year that is already in progress if this does not demonstrably damage the interests of students.

Article B.8.2 Transitional provisions
Notwithstanding the current Teaching and Examination Regulations, the following transitional provision applies for students who started the programme under a previous set of Teaching and Examination Regulations: the course DCW-2 Jeugd en Media-entertainment will not be offered from 2015-2016 onwards. Students who have not completed this course, must take the course DCW-2 Entertainmentcommunicatie instead.

Article B.8.3 Publication
1. The dean will ensure the appropriate publication of Sections A and B of these Regulations, and any amendments to them.
2. The Teaching and Examination Regulations will be posted on the Faculty website and deemed to be included in the Course Catalogue.

Article B.8.4 Effective date
Section B of these Regulations enters into force with effect from 1 September 2016.

Thus drawn up by the dean on 14 July 2016.

Advice from Programme Committee
Oral advice, 16 February 2016.
Written explanation, 29 February 2016.

Approved by the authorised representative body, on, 7 July 2016.
APPENDIX I REGULATIONS GOVERNING FRAUD AND PLAGIARISM FOR UvA STUDENTS

Adopted by the Executive Board in 2008, last amended in May 2010.

Article 1 Definitions

1. Fraud and plagiarism are defined as any act or omission on the part of the student which makes an accurate assessment of his/her knowledge, insight and skills partially or wholly impossible.

2. Fraud is taken to include in any event:
   a. being in possession during an examination of any aids (pre-programmed calculator, mobile telephone, books, outlines, notes, etc.) the use of which is not expressly permitted;
   b. attempting during an examination to read what another candidate is writing, or exchanging information inside or outside the examination room;
   c. assuming the identity of another person during an examination;
   d. allowing someone else to assume one’s identity during an examination;
   e. obtaining possession of the questions in the examination paper prior to the scheduled date or time of the examination concerned;
   f. fabricating and/or falsifying survey or interview answers or research data.

3. Plagiarism is taken to include in any event:
   a. making use of or reproducing another person’s texts, data or ideas without complete and correct acknowledgement of the sources;
   b. presenting the structure or central body of ideas taken from third-party sources as one’s own work or ideas, even if a reference to other authors is included;
   c. failing to clearly indicate in the text – for instance by means of quotation marks or a particular layout – that literal or near-literal quotations have been included in the work, even if a correct reference to the sources has been included;
   d. paraphrasing the contents of another person’s texts without sufficient reference to the sources;
   e. reproducing another person’s audio, visual or test materials, or software or program codes without reference to the sources, and in doing so passing these off as one’s own work;
   f. submitting a text that has previously been submitted, or is similar to a text that has previously been submitted, in the context of assignments for other courses;
   g. reproducing the work of fellow students and passing it off as one’s own;
   h. submitting papers obtained from a commercial agency or written (whether or not for payment) by another person.

4. ‘Examination Board’ is taken to mean the Examination Board of the study programme responsible for the course concerned.

5. ‘Examination’ is taken to mean any examination per course component of the knowledge, insight and skills of the student, which results in an assessment.

Article 2 Complicity

1. Sanctions may be imposed on both the perpetrator and the co-perpetrator of fraud and plagiarism.

2. If the work of a fellow student is reproduced with the consent and/or cooperation of the fellow student, the latter is a co-perpetrator of plagiarism.

3. If one of the authors of a joint paper commits plagiarism, the other authors are co-perpetrators of plagiarism if they could have known or should have known that the other author committed plagiarism.
Article 3 Detection of plagiarism

Electronic detection software programs may be used to detect plagiarism in texts. In submitting a text, a student implicitly consents to the text being entered into the database of the detection program concerned.

Article 4 Procedure

1. If a case of fraud and/or plagiarism is detected, the examiner shall immediately inform the student and, at the same time, notify the Examination Board in writing, with submission of the texts and findings.

2. The Examination Board shall give the student the opportunity to be heard within a period of 2 weeks.

3. The Examination Board shall determine whether fraud or plagiarism has been committed and shall notify the student in writing of its decision and sanctions in accordance with Article 4 in conjunction with Article 5, within a period of 4 weeks, stating the possibility of appeal with the Examinations Appeals Board.

4. If plagiarism is detected or suspected in a specific paper, the Examination Board may decide to investigate papers previously submitted by the same student(s) for plagiarism. The student is obliged to cooperate with any such investigation and may be required to provide digital versions of previous papers.

5. Sanctions imposed shall be recorded in the student’s records.

Article 5 Sanctions in the event of fraud

Where fraud has been established, the Examination Board shall impose the following sanctions:

1. In the event of conduct as specified in Article 1, paragraph 2 under a and b, the examination submitted shall be declared invalid and the student shall be excluded from participation in the first subsequent examination or possibly the first two subsequent examinations for the course concerned.

2. In the event of conduct as specified in Article 1, paragraph 2 under c to f, the work that has been produced with the aid of fraud shall be declared invalid and the student shall be totally excluded from participation in all interim or other examinations or any other forms of assessment in the study programme for a maximum period of 12 months. In the event of serious fraud, the Examination Board may advise the Executive Board to permanently terminate the enrolment of the student concerned.

3. In the event of conduct not covered by these Regulations and depending on the seriousness of the fraud, the Examination Board may impose the following sanctions: the examination submitted may be declared invalid; the student may be excluded from participation in the examination concerned for a maximum period of 12 months; the student may be totally excluded from participation in all interim or other examinations or any other forms of assessment in the study programme for a maximum period of 12 months. In the event of serious fraud, the Examination Board may also advise the Executive Board to permanently terminate the enrolment of the student concerned.
4. If the student has already been penalised on a former occasion for fraud or plagiarism, he/she shall be totally excluded from participation in all interim or other examinations or any other forms of assessment for the study programme for a maximum period of 12 months, and shall be advised to leave the study programme. In the event of serious fraud and on the advice of the Examination Board, the Executive Board may also permanently terminate the enrolment of the student concerned.

5. The Examination Board shall not grant any exemptions based on results obtained elsewhere during the period of exclusion from examinations for the study programme that was imposed on the student in accordance with this Article.

6. If the student is enrolled for more than one study programme, the Examination Board shall consult with the Examination Board(s) of the relevant study programme(s) before imposing any sanction.

7. If the detected misconduct concerns a module of the Honours programme, the Examination Board may rule that further participation in the programme shall be denied.

Article 6 Sanctions in the event of plagiarism

The Examination Board shall impose the following sanctions in the event of plagiarism:

1. If the case involves conduct as specified in Article 1, paragraph 3, whereby certain sections of existing texts have been reproduced but the student has in fact conducted his/her own research, the paper submitted shall be declared invalid and the student shall be excluded from participation in the examination of the course concerned or totally excluded from participation in all interim or other examinations or any other forms of assessment for the study programme for a maximum period of 6 months. If the paper is related to a Bachelor’s or Master’s thesis, the supervisory activities of the thesis supervisor shall be suspended for the duration of this period.

2. In the event of conduct as specified in Article 1, paragraph 3, whereby the entire paper or considerable sections of it, including the research presented as being the student’s own work, is derived from existing material and research or literature published elsewhere, the paper submitted shall be declared invalid and the student shall be excluded from participation in the examination of the course in question or totally excluded from participation in all interim or other examinations or any other forms of assessment for the study programme for a maximum period of 12 months. In the event of serious fraud and on the advice of the Examination Board, the Executive Board may also permanently terminate the enrolment of the student concerned. If the paper is related to a Bachelor’s or Master’s thesis, the supervisory activities of the thesis supervisor shall be suspended for the duration of this period.

3. If, after the investigation conducted in accordance with Article 4, paragraph 4, it becomes apparent that plagiarism has been committed on a former occasion, the Examination Board may rule that the results obtained previously for course components that were achieved by means of plagiarism shall be declared invalid.

4. In the event of conduct not covered by these Regulations, and depending on the seriousness of the plagiarism, the Examination Board may impose the following sanction: the paper submitted may be declared invalid and the student excluded from participation in the examination of the course in question or totally excluded from participation in all interim or other examinations or any other forms of assessment for the study programme for a maximum period of 12 months. In the event of serious fraud and on the advice of the Examination Board, the Executive Board may permanently terminate the enrolment of the student involved. If the paper is related to a Bachelor’s or Master’s thesis, the supervisory activities of the thesis supervisor shall be suspended for the duration of this period.
5. If the student has already been penalised on a former occasion for fraud or plagiarism, he/she shall be totally excluded from participation in all interim or other examinations or any other forms of assessment for the study programme for a maximum period of 12 months, and shall be advised to leave the study programme. In the event of serious fraud and on the advice of the Examination Board, the Executive Board may permanently terminate the enrolment of the student involved.

6. The Examination Board shall not grant any exemptions based on results obtained elsewhere during the period of exclusion from examinations for the study programme that was imposed on the student in accordance with this Article.

7. If the student is enrolled for more than one study programme, the Examination Board shall consult with the Examination Board(s) of the relevant study programme(s) before imposing any sanction.

8. If the detected misconduct concerns a module of the Honours programme, the Examination Board may rule that further participation in the programme shall be denied.

Article 7 Effective date, official title
These Regulations enter into force as of 1 September 2010, upon the simultaneous revocation of the ‘Regulations Governing Fraud and Plagiarism for UvA Students 2007’, and may be cited as the ‘Regulations Governing Fraud and Plagiarism for UvA Students’ (Regeling Fraude en Plagiaat Studenten UvA).

Disclaimer: This translation is provided for information purposes only. In the event of a difference of interpretation, the original Dutch version of this document is binding.
EXPLANATORY NOTES TO THE ‘REGULATIONS GOVERNING FRAUD AND PLAGIARISM FOR UvA STUDENTS’

These uniform Regulations have been drawn up on the advice of the Working Group for the prevention and combating of plagiarism and fraud by students, and in consultation with the Examination Boards. The Regulations are part of a broader fraud and plagiarism policy and above all provide clear definitions of fraud and plagiarism and guidelines concerning possible sanctions.

Definitions
The Regulations apply to all students studying at the UvA, i.e. including exchange students, external students and contract students.

Although plagiarism may also be considered a form of fraud, the two concepts are referred to separately. This simplifies the task of providing definitions and specifying the various sanctions.

The definition in Article 1 is only applicable to interim and other examination situations. This means that the Regulations do not apply to plagiarism in draft chapters or other preparatory documents for a thesis or paper. If a lecturer or supervisor detects plagiarism in the preparatory phase, it stands to reason that he/she shall call the student to account and point out that if the draft text were to be submitted as the definitive text, this would lead to a problem.

It is important that there never be uncertainty as to which particular Examination Board is dealing with an issue. Problems can arise in this regard, especially where electives are concerned. The principle underlying the Regulations is that the Examination Board under which the course component in question falls, bears responsibility. If the student is enrolled for more than one study programme, the Examination Board must consult with the Examination Board(s) of the study programme(s) concerned before imposing any sanction.

Article 2 states that in addition to the perpetrator, the co-perpetrator or ‘colluder’ is also liable to sanctions. The ‘perpetrator’ takes the initiative to commit the act, whereas the ‘co-perpetrator’ actively participates in this. According to paragraphs 2 and 3, such collusion is punishable. A colluder may be reproached for specific conduct or for refraining from specific conduct.

Procedure
In the event that fraud or plagiarism is suspected, the examiner shall immediately inform the Examination Board. The Examination Board is responsible for the subsequent procedure. This provision ensures that no undesirable opportunity for negotiation arises between the examiner and the student. Moreover, the Examination Board is in a better position to ensure the exercise of due care in the procedure and to safeguard the student’s legal interests. The sanctions imposed shall be recorded in the student’s records. This refers to the file – whether in written or electronic form – kept by the student administration of each faculty.

Sanctions
In accordance with the provisions of Article 7.12b, paragraph 2, of the Dutch Higher Education and Research Act (WHW), in the event of fraud and plagiarism the Examination Board is authorised to exclude the student from one or more interim or other examinations for the study programme as indicated by the Examination Board, for a maximum period of one year. A new provision in the WHW allows for the possibility that the Examination Board may advise the Executive Board to permanently terminate the enrolment of the student concerned. When a sanction is imposed, it must be clearly stated to which interim or other examinations in the study programme the exclusion applies.

In determining the sanctions policy of these Regulations, the aim has been to follow the legal precedents already established by Examination Boards and the Examinations Appeals Board. Whether serious fraud has been committed on the grounds of which the Executive Board may
decide to permanently terminate the enrolment of the student at the institution, shall be investigated on an individual basis.

Implementation
Under Article 9.5 of the WHW, the Executive Board may establish guidelines concerning the Dean’s authority in accordance with Article 9.15, paragraph 1 of the WHW, to determine the Teaching and Examination Regulations. The Regulations Governing Fraud and Plagiarism include a guideline instructing the dean to incorporate the unabridged version of these Regulations in the Teaching and Examination Regulations no later than at the start of the academic year 2009-2010. Specific situations concerning study programmes may be included as supplementary regulations.