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TEACHING AND EXAMINATION REGULATIONS RESEARCH MASTER PSYCHOLOGY 2019-2020

The Teaching and Examination Regulations (onderwijs- en examenregeling, OER) contains the essential regulations about the curriculum and the exams of each programme. The (minimum) content of these regulations is stipulated by Dutch law. These regulations below follow the legal stipulations. They are also mainly based upon the formulations used in the central UvA-Model-Regulations. This OER is valid from the first of September 2018 until the next version of the OER is passed. The regulations referred to within this document are applicable without exception to all students of the programme at hand, regardless of the year the student began his studies. When no transitional provisions are specified for older programme requirements and students who began with these older programmes are thereby possibly disadvantaged by the present OER, the Examinations Board will take relevant regulations from earlier versions of the OER into account in arriving at its decision.

Next to these Teaching and Examination Regulations, there are other documents with regulations and descriptions of procedures, such as the 'Rules and Guidelines for the Examinations Board', the course manual, procedures about course registration and the student handbook/student charter and the 'Regulations governing fraud and plagiarism for UvA'. Taken together these documents constitute the Programme charter. Through your programme's and/or the Graduate School's website and/or MyUvA you can find these other regulations.

Section A: faculty section

1. General provisions

Article A.1.1 Applicability of the Regulations

1. These Regulations apply to the teaching and examinations for the Master's degree programme Research Master's Psychology- (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 Master'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. These 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:

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|---|---|
| a. ECTS (ECTS credit): | an ECTS credit with a workload of 28 hours of study; |
| b. final examination (<i>examen</i>): | the final examination of the Master's programme, in accordance with Section 7.3 of the WHW; |
| 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 the student's knowledge, understanding and skills, see <http://student.uva.nl/psy/az> for the text of the Regulation;
- 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/psy/az>.
- 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 computer lab sessions
 - taking part in fieldwork or an excursion;
 - taking part in another educational learning activity aimed at acquiring specific skills or
 - participating in and completing an 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 literature research and/or a contribution 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://coursecatalogue.uva.nl>;
- q. 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);
- r. academic year: the period beginning on 1 September and ending on 31 August of the following calendar year;

- t. Admissions Board: the committee that assesses, on behalf of the dean, whether a candidate meets the requirements for admission to the Master's degree programme of the candidate's choice;
- u. University: the University of Amsterdam;
- v. WHW: the Dutch Higher Education and Research Act (*Wet op het hoger onderwijs en wetenschappelijk onderzoek*, WHW).

For definitions, please also refer to section B of these regulations; the other terms have the meanings ascribed to them by the WHW.

2. Previous education and admission

Article A.2.1 Previous education

1. In order to qualify for enrolment in a Master's degree programme, a Bachelor's degree obtained in academic higher education (WO) is required. The requirements that the Bachelor's degree must meet are specified in article B.3.1.
2. In the event that a candidate does not have a Bachelor's degree as referred to in paragraph 1, the Admissions Board of the degree programme will assess suitability for admission to the programme on the basis of the requirements stipulated in article B.3.1.
3. In order to qualify for enrolment in a Master's degree programme for teaching in pre-university education, the individual concerned must have been awarded the Master's degree in the relevant subject area, pursuant to Section 7.10a of the WHW.

Article A.2.2 Registration and enrolment

The deadline for registering for the Master's programme is stipulated in Article B.3.4.

Article A.2.3 Faculty Admissions Board

1. The dean will establish one or more Admissions Boards.
2. The dean will appoint its members upon nomination by the Examinations Boards of the relevant degree programmes.

Article A.2.4 Admissions procedure

1. The Examinations Board of the programme is responsible for admission to the programme. The Examinations Board can appoint an Admissions Board that handles the applications for admission on behalf of the Examinations Board.
2. With a view to admission to the programme, the Admissions Board assesses the candidate's knowledge, understanding and skills. The Board may request experts within or outside the University to test certain types of knowledge, understanding and skills, in order to supplement written evidence of the programme/programmes the student has already completed. In its assessment, the Board includes knowledge of the language in which the programme will be taught.
3. Candidates receive either confirmation of admission or a negative decision. An appeal against a negative decision can be lodged with the Examination Appeals Board within six weeks.

Article A.2.5 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 the student 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

The degree programme shall be provided in a semester structure as outlined in the Decision on the Academic Calendar, see <http://www.uva.nl/over-de-uva/uva-profiel/regelingen-en-reglementen/onderwijs/onderwijs.html>.

Article 3.2 Structure of the degree programme and participation in education activities

1. The programme comprises the units of study referred to in Section B.
2. Section B specifies the scope of the programme in ECTS credits.
3. The programme comprises a compulsory component, an individual Master's thesis and/or scientific work placement and, where applicable, a subject-specific optional component, as specified in Section B.
4. Further conditions with regard to registration for participation in a unit of study, if applicable, are described in Section B.

4. Assessment and examinations

Article 4.1 Participation in examinations

1. Students who have registered correctly for participation in a unit of study and who have been admitted to this unit of study will automatically be registered to take part in the associated examination. Further provisions in relation thereto, if applicable, are included in Section B.
2. The provisions of paragraph 1 shall not apply to students who are enrolled exclusively in one or more Bachelor's programmes. These students are not entitled to participate in examinations and final examinations of Master's programmes and therefore will not be registered for them.
3. Students who fail an examination at the first attempt are registered automatically for participation in a resit, unless stipulated otherwise in Section B.

Article 4.2 Type of examination

1. Section B stipulates the way in which a unit of study is concluded and what form any examination shall take.
2. The Examinations Board may, at a student's request, permit a different form of examination than stipulated in Section B. Where applicable, detailed rules are provided in the Rules and Guidelines of the Examinations Board.
3. Where a unit of study is no longer offered, Section B shall include a transitional arrangement.
4. The remaining procedures for examinations and the guidelines and directives for the assessment and determination of test and examination results are set out in the Rules and Guidelines of the Examinations Board.
5. In the case of units of study with a written examination, the student shall be entitled to receive sample questions and answers and information about the actual written examination in terms of its scope and structure.

Article A.4.3 Oral examinations

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 examination will be taken in the presence of a second examiner. In the absence of a second examiner an audio recording is made of the oral examination. At the student's request and subject to the examiners' approval, audio recordings can be made. These audio recordings are kept by the University.
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 examination 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 article B.5.4. The examiner is responsible for ensuring the marking period is observed. 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 examination as soon as the examination has finished and informs the student accordingly. The final sentence of the first paragraph applies.
3. In the case of alternative forms of oral or written examinations, the Examinations Board determines in advance how and by what deadline the student will be informed of the results.
4. Together with the result of an examination, 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 4.8 and 4.9, 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.¹

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 chapter 5 of 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 5 of Section B.

Article 4.6 Marks and other results

1. Marks are given on a scale from 1 to 10, with a maximum of one decimal.
2. A final mark of 5.5 or above is considered a passing grade.
3. Results that are not expressed in marks are graded in terms of 'requirements met' (AVV) or 'failed to meet the requirements' (NAV), or in terms of a 'pass' (VOL) or a 'fail' (ONV).
4. Students who are registered for an examination or for participation in another type of final assessment, but who do not participate, shall be given the qualification of 'not attended' (NAP).
5. Further conditions concerning marks and other results, if applicable, are described in Section B.

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 written request.
3. Further conditions concerning exemptions, if applicable, are described in article B.4.3 and/or in the Rules and Guidelines for the Examinations Board.

¹ When a student lodges an appeal with the Cobex, he is also expected to contact the student adviser and/or the Examinations Board. This does not affect the time period for lodging an appeal.

Article 4.8 Validity period of results

1. The dean may limit the validity period of units of study that a student has passed and of exemptions they have been granted if the knowledge, insight and/or skills that were tested is or are demonstrably obsolete.
2. Section B determines which units of study that a student has passed and which exemptions they have been granted are subject to a limited validity period.
3. Contrary to the provisions of paragraph one, in individual cases the Examinations Board may decide to extend the validity period of a unit of study that has been passed or an exemption that has been granted.
4. The validity period of an interim result is limited to the academic year in which it was obtained or until the end of the unit of study in question, as determined 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 examination, the student can, on request, inspect the assessed work, the questions and assignments set, as well as the standards applied for marking.
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 will be announced at the time of the examination or on Blackboard].
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 can be issued with a copy of the marked work upon request.
5. The inspection referred to in paragraph 1 includes inspection of interim examinations, on the condition that if the inspection is organised at a certain place and time (as referred to in paragraph 2) the inspection takes place at the latest three days preceding the final examination.
6. The right of inspection applies in full to digital examinations.”

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 the student 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 the first paragraph 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 Master'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 Examinations Board has declared that the student has satisfied all the procedural requirements, including the payment of tuition fees.
3. In the Examination Board's Rules and Regulations as well as in the course catalogue (www.studiegids.nl) rules concerning *judicia* are stated.

Article A.4.12 Diploma and transcript

1. The Examinations Board grants a diploma as proof that the student has passed the 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 component of the programme 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 requests the diploma in SIS. 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 timely about the intention of the Examinations Board to proceed with awarding the diploma, as determined 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 Regulations governing Fraud and Plagiarism for UvA Students 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. Academic student counselling and study progress

Article A.5.1 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 the student disposal in SIS.
2. Enrolled students are eligible for academic student counselling. Research master students have their own student counsellor, but can also talk to the student advisors for their major/minor.

Article A.5.2 Adaptations for students with a disability

1. A student 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 BIG-registered psychologist or physician. For a chronic disability or illness, the recommendation needs to be issued only once.
3. The dean or, on dean's 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 denied if it would place a disproportionate burden on the organisation or the resources of the faculty or university were it to be upheld.
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. The period of validity can be extended on the recommendation of a student counsellor.

6. Teaching evaluation

Article 6.1 Teaching evaluation

The teaching evaluation shall take place in the manner determined in Section B.

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 article B.6.2 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 deemed to 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 2019.
Thus drawn up by the dean on date May 22nd 2019

Section B: Programme-specific section

1. General provisions

Article B.1.1 Definitions

- a. Examination: Exams and tests: An exam is defined by law as 'an investigation into students' knowledge, insight and skills regarding a unit of study. The assessment is expressed in terms of a final mark. An exam may consist of various sections.' In practice, a distinction is made in Psychology programmes between '*test*' as a general term (a synonym for the legal term 'exam') and an '*exam*' as a specific form of testing (i.e. a written or oral questioning of the student within a limited time period and under conditions controlled by an invigilator). These regulations deviate from the legal definition wherever this concrete distinction is relevant. In such cases, the two distinct terms will be written in italics. See also B.5.1.
- b. Rules and Guidelines Examinations Board:
The document referred to in Book 7, Article 12b of the law, which comprises further procedures concerning the exams, and procedures during interim examinations and the exams, of a programme,

Article B.1.2 Degree programme information

1. The degree programme Psychology (research) – CROHO number 60383 – is offered on a full-time basis and the language of instruction is English.
2. The programme has a workload of 120 ec.

Article 1.3 Entry date

The programme is exclusively offered starting in the first semester of an academic year (1 September). This entry date ensures the curriculum can be completed within the nominal time period.

2. Programme objectives and exit qualifications

Article B.2.1 Programme objective

The programme aims to achieving the exit qualifications referred to in article B.2.2.

Article B.2.2 Exit qualifications

1. The programme aims at:
 - providing knowledge, skills and understanding in the area of scientific Psychology and achieving the exit qualifications referred to in the following paragraphs.
 - providing an academic education, including acquiring academic skills (such as reasoning, writing, speaking and research skills, and correctly citing and recording sources), learning to solve complex problems independently and creatively and learning to reflect critically.
2. The Psychology department is organized into six divisions:
 - Brain and Cognition
 - Clinical Psychology
 - Developmental Psychology
 - Psychological Methods
 - Social Psychology
 - Work and Organizational PsychologyStudents follow a major and a minor in at least two of these fields.
3. In all cases, a graduate of the study programme will have the following capabilities in the areas of Knowledge & Insight, Skills and Attitudes:

Knowledge & insight

- a) Thorough knowledge of theories and findings, and of the methods and techniques associated with the specialisation chosen and at least one other branch within the field of psychology, as well as in-depth knowledge of subjects within or outside the specialisation that are deemed important for the application of the aforementioned theories and findings.
- b) Specialist knowledge in the area of research methods and techniques, such as experimental procedures, statistics, research designs, programming languages and psychometrics.

Abilities

- a) The ability to employ advanced research techniques in the field of psychology.
- b) The ability to set up and conduct an empirical research project that can potentially result in a publication in an (English-language) scientific research journal.
- c) The ability to report and present research and research results in English.
- d) The ability to assess research (in the field of psychology) of others and to give advice on this.
- e) The ability to work methodically to ensure that research is completed in accordance with the stipulated requirements.
- f) The ability to interact well with others, the ability to work in a team and to plan the work that is to be carried out efficiently, and the ability to make decisions and to bear responsibility in a professional context.

Attitudes

- a) An awareness of the ethical aspects that are attached to the professional contact with others, both with clients and with experimental subjects, or with laboratory animals, including the wider-reaching consequences of one's own research results and professional practice.
- b) Realization of one's own limitations: in other words, the ability to call upon the expertise of others at the right moment, and to refrain from taking actions at the appropriate time.
- c) Insight into the consequences one's own actions have for others in a professional context.
- d) Readiness to revise one's own viewpoints in a professional context.

3. Further admission requirements*Article B.3.1 Admission requirements*

1. Admission to the Master's programme is possible for individuals who are able to demonstrate the knowledge, understanding and skills equal to a Bachelor's degree obtained at a research university, including the necessary linguistic skills.

More specifically this means that a candidate must be able to demonstrate possession of:

- a. Adequate knowledge of scientific psychology and its branches and applications;
- b. Adequate knowledge of the history of psychology and epistemology;
- c. Adequate knowledge of statistics, research methodology and data analysis, including SPSS;
- d. Adequate research skills, linguistic skills, skills in scientific writing and oral presentation skills;
- e. Specialist knowledge gathered during the course of one year that is equivalent to the specialist knowledge gained in the third year of the master's programme in Psychology at the Universiteit van Amsterdam.

Admission criteria:

- Basic knowledge in the most important fields of Psychology ≥ 24 ec as shown by courses on transcript and course descriptions;
- Knowledge on research methods and statistics in Psychology or Social Sciences ≥ 24 ec of which at least ≥ 4 ec level 3 as shown by courses on transcript and course descriptions;
- Advanced knowledge and skills in the field of the major specialisation ≥ 12 ec, as shown by courses on transcript and course descriptions;
- Scientific writing skills, as shown by the results on an abstract test;

- Research experience in empirical research in Psychology or Social Sciences or a closely related discipline, as shown by course on transcript and course descriptions and research resume listing all the candidate's research experiences; An average grade of 7.5 or higher for the components of the Bachelor's degree programme is required (or equivalent such as A-/B+/3.5 in the American system, or a 2.1 Hons in the British system);
2. Whether or not the candidate satisfies the admission requirements will be examined by the Admissions Board.
 3. In addition to the requirements referred to in the first paragraph, the Board will also assess requests for admission in terms of the following criterion: a well-supported motivation for the programme, as shown by the answers to specific questions in the research application. Only candidates who have completed the application procedure as stated on <http://www.uva.nl/rmsc-psychology>, will be eligible for selection.
 4. When the programme commences, candidates must have fully completed the Bachelor's programme or pre-Master's programme allowing admission to this Master's programme.
 5. The Psychology (research) Master's is a selective programme. In case the number of candidates exceeds the number of places in the programme, students will be ranked based on their study results and motivation; admission will be decided by drawing lots for equally ranked candidates.

Article B.3.2. – Pre-Master's programme

Holders of a Bachelor's degree in a field that sufficiently corresponds with the field of the Master's programme may apply for admission to the pre-Master's programme.

Article B.3.3 Limited programme capacity

The maximum programme capacity of the degree programme is 50 places. The programme reserves the right to accept a slightly higher number of applicants than the number of set places in order to compensate for candidates who withdraw their application.

Article B.3.4 Admission procedure and deadlines for application

1. The Admissions Board of the programme is responsible for selection for the programme.
2. The Admissions Board assesses the candidate's knowledge, understanding and skills. Including the language skills in the language of instruction.
3. Candidates must submit a request to be admitted to the degree programme via Studielink by 1 March of the same year the candidate seeks admission.
4. A request for admission to the selection for the degree programme must be completed and submitted before 1 March of the same year the candidate seeks admission. The Admissions Board only considers applications that are completed in time. Under exceptional circumstances, the Admissions Board may consider a request submitted after this closing date.
5. Admission is granted on condition that, by the relevant starting date at the latest, the candidate fulfils the provisions of Article 3.1 regarding knowledge and skills, as evidenced by the diplomas that the candidate has obtained for completed programmes.
6. Candidates receive either (conditional) confirmation of admission or a negative decision. An appeal against a negative decision can be lodged with the Examination Appeals Board.

Article B.3.5 English language requirements

1. The proficiency requirement in English as the language of instruction can be met by the successful completion of one of the following examinations or an equivalent:
 - TOEFL (Test of English as a Foreign Language). The minimum required TOEFL score is 100 for the Internet Based Test; with a minimum score of 24 for the separate components of the test;
 - IELTS (International English Language Testing System). The minimum required IELTS score is 7.0 on the academic module, with a minimum score of 7.0 for the separate components of the test;

- A test belonging to the group of Cambridge International Examinations. Required scores are: Certificate in Advanced English (CAE) score B, Certificate of Proficiency in English (CPE) score C.

The foregoing examination must have been taken within two years before the student's enrolment.

2. An exemption from the English examination referred to in the first paragraph shall be granted to students who
 - (will) possess a Bachelor's degree from a Dutch university.
 - Had previous education in secondary or tertiary education in one of the following English-speaking countries: Australia, Canada, New Zealand, Ireland, The United Kingdom or the United States of America.
 - Hold an English-language 'international baccalaureate' diploma.

4. Curriculum structure

Article B.4.1 Composition of the degree programme

The programme consists of the following components:

- Specialized courses in at least two fields of Psychology, total 36 EC
 - Specialized courses major 18 ec
 - Specialized courses minor 12 ec
 - Specialized courses in major, minor or other field 6 ec
- Fundamentals of Psychology, statistics and research techniques 21 EC
- Programming in Psychological Science 6 EC
- Scientific Writing and Presenting in English 6 EC
- Research Internship 18-24 EC
- Research Thesis Proposal (in the field of the major) 4 EC
- Research Thesis (in the field of the major) including colloquia 23-29 EC

If a student wishes to follow a different unit of study than the units of study listed in the course catalogue, prior permission must be obtained in writing from the Examinations Board.

Article B.4.2 Compulsory units of study

See B.4.1.

Article 4.3 Practical exercise

Non applicable.

Article 4.4 Electives

See B.4.1.

Article B.4.5 Free curriculum

1. Subject to certain conditions, students have the option to compile a curriculum of their own choice which deviates from the curricula stipulated by the degree programme
2. The composition of this curriculum must first be approved by the most relevant Examinations Board.
3. The free curriculum will be compiled by the student with over 50% units of study offered by the University of Amsterdam and must possess at least the extent, breadth and depth of a regular Master's programme.

Article 4.6 Sequence of examinations

See specific course information in the course catalogue (www.studiegids.uva.nl).

Article 4.7 Further conditions concerning registering for units of study

1. Students must register for participation in units of study for which students are not automatically registered. Registration in such cases can only take place during specifically designated periods.

The registration periods and procedures for a unit of study shall be established by the dean by 1 June and shall be published on <http://studiegids.uva.nl>.

2. The student may be refused the opportunity to attend courses if the student does not enrol or fails to enrol in time.
3. Admission to courses with limited capacity takes place on the understanding that students enrolled in the programme have priority over others when enrolling for courses in the programme.
4. Students can register for 30 EC per semester. Students wishing to take more credits than that, need to consult their study adviser. The study adviser will give advice. This advice is not binding. The student can be deregistered from extra courses if the student has not consulted the study adviser. The possibility to take more credits also depends on capacity and course requirement (see 2).

Article 4.8 Further conditions for examination opportunities

Students who are registered for an examination, but who do not participate, shall be given the qualification of 'not attended' (NAP), as stated in A.4.6. If they cancel their registration for the examen, no NAP is registered. Cancelling can be done via the secretariat (office) of the programme the course belongs to.

Article B.4.9 Participation in courses

1. In case a unit of study consists of one or more workgroups or practical trainings, the student is in principle required to attend these meetings and prepare for them properly. The study guide and Blackboard site provides further details of the attendance rules.
2. If the student is not able to attend a workgroup/practical training, the student needs to inform the lecturer, along with the reasons for the absence.
3. Should the student not be able to fulfil the attendance regulations due to circumstances, the lecturer will determine, after the student has been informed by the student about the reasons of the absence, whether and in what way the student can still fulfil attendance obligations.
4. Should the student not agree with the decision made by the lecturer as meant in paragraph 3, the student can appeal the decision at the Examinations Board.
5. The Examinations Board can make an exception to the attendance rules in response to the student request.

Article B.4.10 Further conditions for exemption

1. The examination board will decide upon exemption requests within 20 working days (provided all required information is supplied by the student).
2. A maximum of 42 EC of the curriculum can be accumulated through granted exemptions.
3. The Examinations Board determines whether to grant exemptions. The guideline it applies is that the workload, level, educational objectives, testing formats and teaching methods of the completed unit of study sufficiently correspond with a unit of study in the degree programme.
4. A unit of study for which a student gets an exemption, will get a 'VR' registration in SIS.
5. Courses passed elsewhere and exemptions are not used by deciding whether or not a student deserves a *judicium*.

Article B.4.11 Validity period for results

1. Partial exams (papers, assignments etc) lose their validity at the end of the academic year at the latest, unless the examinations board determines otherwise. Partial examination results lose their validity at the end of the period in which the course is held; the resit covers the entire course content, unless otherwise stated in the course catalogue, Blackboard or the examination board.
2. Should a student need more than three years to finish the research master's programme (that is: if the student applies for the diploma after more than three years), the examination board will decide whether or not the courses that constitute the programme are still valid. If not, the board will assign substitute courses. The department is under the obligation to inform students about the herefore mentioned rule by inviting student that pass less than 110 ec in 2 ½ years, to assure their knowledge of this rule and to help them finish the programme.

3. Although a part of the programme may still be valid, a retention problem may exist if students want to do parts of the programme that build on this previous course much later than the programme intends. Such is the case for SWAP: this course is an entry requirement for the Research Master's Internship and Thesis. The Internship and Thesis should be started no later than two years after passing SWAP. Requests for exceptions can be emailed to the examination board.

Article B.4.12 Degree

Students who have successfully completed their Master's final examination are awarded a Master of Science degree. The degree awarded is stated on the diploma.

5. Academic student counselling

Article 5.1 Academic student counselling

Counsellors for all Graduate School of Psychology students are available, by mail, phone, walk-in office hours and specific appointment, for general questions about the programme, personal issues as well as specific questions about major-minor-choices, career planning, etc.

6. Teaching evaluation

Article 6.1 Teaching evaluation

All courses are evaluated; reports are discussed with staff and students. Students in the student faction communicate the results to the students that participated in the course concerned, assisted by the GSP evaluation coordinator

7. Teaching, tests and exams

Article B.7.1 Definition of the terms 'test' and 'exam'

1. The term '*test*' shall be defined as: an investigation into the extent to which the student has achieved the course objectives regarding a specific unit of study. The assessment is expressed in terms of a mark. A test may consist of various sections.
2. The term '*exam*' shall be defined as: 'a test taking the form of a written or oral questioning of the student within a limited time period and under conditions controlled by an invigilator'.

Article B.7.2 Language of instruction for the programme

The language of instruction for the programme is English. All programme components and exams are in English. This means the 'Code of Conduct for Foreign Languages at the UvA 2000' and the provisions laid down in Section 7.2 of the Act apply.

Article B.7.3 Testing

1. Testing during the course component establishes the student's academic skills and whether the student is achieving the intended learning objectives sufficiently.
2. The course catalogue states what the student must achieve in order to pass the course component as well as the criteria for student assessment.
3. At the student's request, the Examinations Board may permit a different form of assessment than that indicated by the course catalogue. If applicable, more detailed regulations on this are included in the Rules and Guidelines for the Examinations Board (Regels en richtlijnen van de examencommissie).
4. For every component of the study programme, the student has one opportunity to resit a specific interim examination during the academic year in which the teaching that prepares the student for that examination has commenced. The student has the opportunity to resit, even if the prior examination had been passed. In that event the most recent mark is the final mark, and the new

- examination is considered a resit, making it impossible for the student to obtain an academic distinction.
5. If a student is unable to attend the exam or the regular opportunity to resit (or both), the student may request a second (full or partial) resit, to be granted at the discretion of the Examinations Board.
 6. 'Staggered assessment' is a system whereby the student's final mark results from the combination of various marks, such as the use of partial tests or if the final mark is partly determined by assignments, papers, etc. The following shall apply to components involving staggered assessment (except for teaching sessions that do not cover any new material, e.g. Q&A sessions):
 - a) If an exam counts for 50% or less of the final mark, at least one non-teaching working day must be scheduled between the last teaching session (for the subject in question) and the relevant exam.
 - b) If an exam counts for 51-70% of the final mark, at least two non-teaching working days must be scheduled between the last teaching session (for the subject in question) and the relevant exam.
 - c) If an exam counts for over 70% of the final mark, at least three non-teaching working days must be scheduled between the last teaching session (for the subject in question) and the relevant exam.
 7. Should a study session be scheduled on the first or second day of the study period, no demands may be made on students with regard to literature that has to be studied for that particular module.
 8. Examinations will not be held in August. Exceptions are possible for individual examinations.
 9. The other relevant procedures are described in the Rules and Guidelines.

Article B.7.4 Determining and announcing results GSP

1. At the GSP the maximum time period for determining results is 10 working days, with the exceptions of summer resits (20 working days).
2. In exceptional cases, the programme director can permit deviation from this time period until 20 working days. When this occurs the students will be informed.
3. In the event of a resit, the result must be announced at least 10 working days before the possible resit.

Article B.7.5 Further provisions concerning results

1. The final marks 5.1 – 5.9 are not awarded.
2. Marks can also be indicated with the measurement: 'aan verplichtingen voldaan' ('avv') = has fulfilled all requirements/completed or 'niet aan verplichtingen voldaan' ('nav') = has not fulfilled all requirements/failed. The examiner will only use this measurement if he does not consider a numerical grade to be adequate for the way of assessment.
3. Students who have registered for a unit of study but do not participate in the concluding examination will receive the grade 'niet aan verplichtingen voldaan' ('nav').
4. After permission is given by the Examinations Board for corporation into the study programme, study results from abroad will be registered with 'AVV'.

8. Transitional and final provisions

Article B.8.1 Amendments and periodic review (Section B)

1. Any amendment to the Teaching and Examination Regulations will be adopted by the dean after taking advice from the relevant Board of Studies. 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 subjects of Section 7.13, paragraph 2 sub a to g, as well as paragraph 4 of the WHW. Components related to the subject of Section 7.13, paragraph 2, sub v must be submitted to the faculty representative advisory body for advice.

3. An amendment to the Teaching and Examination Regulations can only pertain 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

De regeling vervangt eerdere regelingen. Individuele regelingen zijn mogelijk na gemotiveerd verzoek aan de examencommissie. Voor studenten die door curriculumwijzigingen een deel van het ooit door hen geplande programma niet meer kunnen doen geldt dat zij in overleg met de studieadviseur een op maat gemaakt programma kunnen samenstellen, zonedig (ter beoordeling van de studieadviseur) na goedkeuring van de examencommissie.

Article B.8.3 Publication

1. The dean will ensure the appropriate publication 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 2019.

Thus drawn up by the dean on date May 22nd 2019.