



## EXAMINATIONS REGULATIONS FOR THE SECOND YEAR OF THE PSYCHOLOGY PROGRAMME 2020-2021

### Terminology

AVV = Conditions met; NAV = Conditions *not* met.

### Starting Points

1. The shared programme of the second year of the Psychology Bachelor consists of the following 4 compulsory courses:
  - a. Scientific & Statistical Reasoning (SSR)
  - b. Fundamentals of Psychology (FP)
  - c. Practical Training: Psychological Communication (PTPC)
  - d. Practical Training: Psychological Research (PTPR)The first two study courses include lectures, videos, and compulsory weekly tutorials, the third course consists of compulsory small-group tutorials, the fourth course includes compulsory lectures, tutorials and a number of compulsory instructional clips.
2. Before joining the tutorial sessions, one should be in the know of the lecture and or video materials. To achieve this one has to attend the web lectures and watch the videos beforehand.
3. The final assessment for each course is determined by the following requirements (this will be elaborated later for each course):
  - a) Presence and active participation in the tutorials.
  - b) Making and timely submission of preparatory assignments for the tutorials.
  - c) Making of other assignments for the specific course, whether or not via Canvas (see the relevant description).
  - d) Other elements for the specific course (see the relevant description).
  - e) For SSR, FP, and PTPR: participation in all (interim) exams.
4. The following applies to the regular exams (**not the resits**) of the courses SSR and FP: Only if a force majeure situation (i.e., COVID-19, other illnesses, functional disorders, special family circumstances, or pregnancy) has been reported to the study advisors as soon as reasonably possible AND a student has failed a course as a result of not meeting the requirements referred to under 3a up to and including 3d, a request for a replacement assignment can be submitted within 10 working days after the announcement of the final mark for the course (after the regular exams, not the resits) in order to still meet these requirements. The request must be submitted to the Examinations Board. The Board will assess whether there was demonstrable force majeure and, if so, whether a replacement assignment is possible. If a replacement assignment is issued, the assignment must be handed in on time and meet the academic requirements referred to. If the assignment is graded as sufficient, the final mark for the course will be a 6.  
*Attention:* When an assessment NAV has been received, a replacement assignment will never be issued, one will have to do the course again. Also note that replacement assignments cannot be requested after the resits.
5. For all (interim) exams, the lecture and/or video contents and the materials discussed in the tutorials are part of the compulsory study materials. Other study materials are announced in the study guide and/or the Canvas page of each course.
6. Each (interim) exam consists of a combination of closed questions (e.g., multiple-choice questions, fill-in-the-blanks questions) and open-ended questions. The (interim) exams are held digitally. The composition of



the (interim) exams and the way in which the questions of an (interim) exam are scored are elaborated below for each course.

7. Unanswered multiple-choice questions are scored as wrong answers. **It is therefore important to always answer all multiple-choice questions, including those whose answers you are not certain of.**
8. When calculating marks based on multiple-choice questions, a chance-correction is applied because students without any knowledge of the study materials will answer some of the multiple-choice questions correctly by chance.
9. It is possible that the calculation of the final mark of a course is adjusted on the basis of an analysis of the exam quality. The adjustment may, for example, consist of dropping the results of certain exam questions.
10. Only half and full final marks are given but no final mark of 5.5 is given. Passing a course means achieving a final mark of at least 6. Only when a final mark of at least 6 is achieved, European Credits (ECs) are awarded for the course.
11. Results of (interim) exams will be announced, if possible, within 10 working days via Testvision.
12. Resits are meant to give students who were unable to take part in an (interim) exam or who were unable to prepare themselves fully as a result of a demonstrable force majeure situation an extra opportunity to pass a course, but anyone is allowed to take part.
  - The resit for SSR will be offered directly after the Christmas break, allowing students an extra chance to pass this course before entering a specialisation programme.
  - The resit for FP and the IE-element of PTPR will be offered in July, after the end of all courses, so preparation for the resit does not interfere with studying for the regular courses.
13. If a student achieves a final mark of 5 or lower for SSR or FP, all the (interim) exam results expire immediately. The student is then referred to the resit. In calculating the final mark for the resit, the assessments for the requirements mentioned under 3a up to and including 3d remain in effect.
14. The final mark obtained after a resit replaces previous final marks.
15. If a course has not been passed at the end of the academic year, the entire course must be taken again in a subsequent academic year.
16. A request for reassessment of an exam can be lodged with the lecturer (via the Education Desk, see Canvas for the exact procedure) within 2 weeks after the publication of the result. An appeal against the assessment can be lodged with the Examination Appeals Board (COBEX). For the COBEX, the appeal period is six weeks (a request for reassessment does not suspend this period) after the publication of the result. Note that the COBEX only assesses whether the contested decision is within the law. It is not authorised to assess the content of your completed papers or examinations. See Canvas for further explanation of the procedures.

## Presence and active participation in the tutorials (TU)

All courses require presence and active participation in the tutorials. One may only be absent from the tutorials in case of force majeure (see Starting Point 4). In addition, one should inform the tutorial teacher about the reason for being absent as soon as reasonable possible. If one misbehaves (e.g., by being under the influence of drugs), the meeting in question counts as absent and you receive a warning; if no improvement occurs after the warning, one is excluded from further participation in the course and receives a final assessment NAV.

Below, the regulations are further elaborated. For each course, it is indicated which requirements must be met and how the final mark follows from the results achieved.

## Scientific & Statistical Reasoning (SSR)

The final mark for SSR is determined by the following elements:

- IE: Participation in three interim exams. Each interim exam lasts 2 hours and consists of open-ended questions and closed questions (e.g., multiple choice questions). The number of points that can be



obtained with each question will be announced at each interim exam. The relationship between the number of points that can be obtained with the three interim exams and the *Interim Exam Mark* (on a scale of 0 to 10) will be announced together with the results of each interim exam.

- PR: A presentation on a subject during the tutorials. The presentation requirements are announced in the tutorials. The presentation is assessed with a grade (in half and full numbers on a scale of 0 to 10).
- TU: Presence and active participation in the tutorials.
- PA: Preparatory assignments that must be carried out sufficiently and submitted on time.
- WA: Weekly assignments that need to be carried out sufficiently and submitted on time.

If the requirements for TU, PA, and WA are not met, for each element the *Unrounded mark* will be reduced by the total number of deduction points as shown in Table 1, or a *Final mark* NAV will be given, see Table 1.

Table 1  
*Deduction Points for Failure to Comply with the Requirements for SSR*

Number of times failed to comply	Element		
	TU	PA	WA
1x	0	0	0
2x	0.5	0.25	0.25
3x	1.5	0.5	0.5
4x	3	1	1
5x or more	NAV	NAV	NAV

The *Unrounded mark* for the course is calculated as follows:

$$\text{Exam mark} = \text{the mean of the three Interim Exam Marks}$$

$$\text{Unrounded mark} = (0.9 * \text{Exam mark}) + (0.1 * \text{PR}) - \text{Total number of deduction points}$$

The *Final mark* is calculated as follows. Unrounded marks that are at least 5.5 but smaller than 6.25 are rounded to a final mark for the course of 6. Unrounded marks that are at least 4.75 but smaller than 5.5 are rounded to a final mark for the course of 5. All other unrounded marks are rounded to final marks in half and full numbers.<sup>1</sup> If the final mark for the course is 5 or lower, the student will not receive course credits (ECs), and will be required to take the resit.

### Resit SSR

The resit of SSR exists of one exam, covering all study materials of the course. If one takes the resit, all the interim exam results expire. The resit consists of closed questions and open-ended question. The resit lasts 3 hours. The results of the interim resits replace the corresponding results of the original interim exams. The *Final mark* is determined in the same way as stated above, **the earlier assessment for the PR and the Total number of deduction points obtained earlier remain in effect.**

### Fundamentals of Psychology (FP)

The final mark for FP is determined by the following elements:

- IE: Participation in the two interim exams. Each interim exam lasts 2 hours and consists of 20 three-choice questions (each correctly answered question scores 1 point) and 4 cases with corresponding open-ended

<sup>1</sup> We use the “quarters round up” rule in these cases. For example, 7.25 rounds up to 7.5; 7.249 rounds down to 7; 7.75 rounds up to 8; 7.749 rounds down to 7.5.



questions. Each case scores 0 – 5 points. The total number of correctly answered MC questions for both interim exams is added up to an MC\_score, the total number of points for the case questions for both interim exams is added up to a Case\_score.

TU: Presence and active participation in the tutorials.

PA: Preparatory assignments that must be carried out sufficiently and submitted on time.

PT: Taking part in a group presentation (Paradigm Time) in which a thorough and balanced account of a paradigm is presented.

If the requirements for TU, PA, and PT are not met, for each element the *Unrounded mark* is reduced by the number of deduction points as shown in Table 2, or a *Final mark* NAV will be given, see Table 2.

Table 2

*Deduction Points for Failure to Comply with the Requirements for FP*

Number of times failed to comply	Element		
	TU	PA	PT
1x	0	0	0.5
2x	0.5	0.25	
3x	1.5	0.5	
4x	3	1	
5x or more	NAV	NAV	

The *Exam mark* is not rounded off and is calculated on the basis of the obtained MC\_score and Case\_score. First, marks for the MC-part and the case-part are calculated (Chance-correction = CC):

$$CC = (Total\ number\ of\ MC\ questions / Number\ of\ answer\ alternatives\ per\ question)$$

$$MC\_mark = ((MC\_score - CC) / (Max\_MC\_score - CC)) * 10$$

$$If\ MC\_mark < 0\ then\ MC\_mark = 0$$

$$Case\_mark = (Case\_score / Max\_case\_score) * 10$$

Then the *Exam mark* is calculated as follows:

$$Exam\_mark = (0.5 * MC\_mark) + (0.5 * Case\_mark)$$

The unrounded mark for the course is calculated as follows.

$$Unrounded\_mark = Exam\_mark - Total\ number\ of\ deduction\ points$$

The final mark for the course is calculated as follows. Unrounded marks that are at least 5.5 but smaller than 6.25 are rounded to a final mark for the course of 6. Unrounded marks that are at least 4.75 but smaller than 5.5 are rounded to a final mark for the course of 5. All other unrounded marks are rounded to final marks in half and full numbers. If the final mark for the course is 5 or lower, the student will not receive course credits (ECs), and will be required to take the resit.

### Resit FP

The resit of FP exists of one exam, covering all study materials of the course. If one takes the resit, all the interim exam results expire. However, **the earlier obtained Total number of deduction points remain in effect**. The resit for FP consists of 30 three-choice questions (each correctly answered question scores 1 point) and 6 cases (each 0 – 5 points) and takes 3 hours. The *Exam\_mark* for the resit and the *Final\_mark* are determined in the same way as above.



### Practical Training: Psychological Communication (PTPC)

The grade for PTPC is determined by the following elements:

TU: Presence and active participation in the tutorials.

IR: An interview report that must be complete, made seriously, and submitted on time. The IR must meet the requirements announced in the course to be graded as sufficient.

If one meets these requirements, one gets the grade AVV.

The following particulars apply to this course:

- If the requirement for TU is not met, the grade is NAV. In view of the structure of the course, one cannot resit this element. If one does not fulfil the requirements for this element one will have to do the entire course again in the next academic year.
- If one or more of the requirements for the IR are not met, the grade is insufficient (NAV). The IR can be rewritten once, immediately after the grade has been published. The revised report should be submitted within one week after the publication of the results; the same requirements as mentioned above for the IR also apply to the revised IR. If these requirements are not met, the final grade will be NAV and one will have to do the entire course again in the next academic year.
- The rules about force majeure are communicated at the start of the course.

### Practical Training: Psychological Research (PTPR)

The final mark for the Practical Training: Psychological Research is determined by the following elements:

IE: Participation in one interim exam. The interim exam lasts 2 hours and consists of 5 three-choice questions and 10 open questions (each correctly answered question scores 1 point). The total number of correctly answered MC questions results in an MC\_score, the total number of points for the open ended question results in an Open\_score.

RR: Writing and timely submission of the Research Report and all its sub-products. Each sub-product is assessed as AVV or NAV. An NAV is given when a sub-product is submitted too late, when it is not complete, or when it is not taken seriously. Each sub-product must be assessed as sufficient (or higher) in order to proceed with the next assignment. An NAV for a sub-product means that the final grade for the course is also NAV. Only if a sub-product is assessed as AVV, the teacher will provide feedback on it which can be used to improve the sub-product. At the end of the course the complete RR is assessed (grades 1 – 10 in half and full marks).

TU: Presence and active participation in the tutorials.

WWA: Weekly writing assignments that must be carried out sufficiently and submitted on time.

If the requirements for TU, WWA, and PF are not met, for each element the final assessment will be reduced by the number of deduction points as shown in Table 3, or a *Final mark* NAV will follow, see Table 3.



Table 3

*Deduction Points for Failure to Meet the Requirements for PTPR*

Number of times failed to comply	Element	
	TU	WWA
1x	0	0.5
2x	0.5	1.5
3x	1.5	3
4x or more	NAV	NAV

The Interim Exam mark is not rounded off and is calculated on the basis of the obtained MC\_score and Open\_score. First, a Chance-correction (CC), a corrected MC-score, and a Max-score are calculated:

$$CC = (Total\ number\ of\ MC\ questions / Number\ of\ answer\ alternatives\ per\ question)$$

$$Corrected\_MC\_score = MC\_score - CC$$

$$If\ Corrected\_MC\_score < 0\ then\ Corrected\_MC\_score = 0$$

$$Max\_score = Total\ number\ of\ open\ ended\ questions + Total\ number\ of\ MC\ questions - CC$$

Then the *Interim Exam mark* (IE) is calculated as follows:

$$IE = ((Corrected\_MC\_score + Open\_score) / Max\_score) * 10$$

If IE or RR (or both) are smaller than 5.5, the grade is NAV and the student will not receive course credits (ECs); note that one can only take a resit for the IE element.

Only if both IE and RR are equal to or larger than 5.5, the course is graded with a mark, as follows. First an Unrounded mark is calculated:

$$Unrounded\_mark = ((IE + (3 * RR)) / 4) - Total\ number\ of\ deduction\ points$$

The final mark for the course is calculated as follows. Unrounded marks that are at least 5.5 but smaller than 6.25 are rounded to a final mark for the course of 6. Unrounded marks that are at least 4.75 but smaller than 5.5 are rounded to a final mark for the course of 5. All other unrounded marks are rounded to final marks in half and full numbers. If the final mark for the course is 5 or lower, the student will not receive course credits (ECs); note that one can only take a resit for the IE element.

**The following particulars apply to this course:**

- As can be seen in Table 3, only 3 WWAs may be either insufficient or missed. If a WWA of this set is assessed as insufficient, the WWA can be resubmitted once, within a week after the assessment. Only if this resubmission is a) submitted on time, and b) sufficient, no deduction points will be added for this



WWA to the total number of deduction points. In all other cases deduction points will be applied as specified in Table 3.

- Since WWAs may be resubmitted, the requirements for WWA cannot be compensated by a replacement assignment after the course has ended.
- If a suspicion of plagiarism is raised for a sub-product of the RR or the RR itself, the case is handed over to the Examinations Board. Note that if this Board confirms plagiarism, a student is usually expelled from the course and other sanctions may also be imposed.
- Because it is possible to rewrite all parts of the RR during the course (based on feedback from the teacher), the possibility of a resit for this element is built into the course.
- If one did not pass the course earlier, one writes about a new subject. It is not permitted to re-use the old report.

### Resit PTPR

Because it is possible to rewrite all parts of the RR during the course (based on feedback from the teacher), the possibility of a resit for the RR element is built into the course.

The resit of the IE element exists of one exam. If one takes the resit, the original results of the IE expire.

However, **the grading for the RR and the earlier obtained Total number of deduction points remain in effect.**

The contents and duration of the resit are identical to those of the regular IE. The calculation of the grade after the resit is determined in the same way as described above.

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On behalf of the Examinations Board,  
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