



EXAMINATIONS REGULATIONS PROPAEDEUTIC YEAR OF THE PSYCHOLOGY PROGRAMME 2021-2022

Terminology

NAV = Conditions not met; AVV = Conditions met.

Starting Points

1. The propaedeutic year of the Psychology programme consists of six courses, of which the compulsory meetings *Tutorials Academic Skills/Reading and Writing of Scientific Texts* (TAS/RWST) form an integral part. The courses are: *Introductory Psychology and Brain & Cognition*, *Research Methods & Statistics*, *Developmental Psychology*, *Work and Organisational Psychology & Social Psychology*, *Clinical Psychology & Neuropsychology*, and *Behavioural Data Science/Propaedeutic Thesis*.
2. The assessment and testing of all courses except the last include the following elements: (a) meetings of the TAS/RWST groups which are held on a weekly basis, (b) weekly assignments which should be made in the digital learning environment and (c) (interim) exams which are taken every 4 weeks. The assessment and testing of the course *Behavioural Data Science/Propaedeutic Thesis* is described later in this document.
3. For all courses, the lecture content and the content from the weekly assignments are part of the compulsory study materials. Additional study materials are announced in the Course Catalogue and/or the Canvas page of the course.
4. Anyone who is enrolled in Canvas for a course is automatically enrolled for the (interim) exams of that course. The (interim) exams are held digitally. In order to prevent study delays the Examinations Board may decide to use an online-proctored environment to administer the exams when COVID-19 measures require this.¹
5. The first four interim exams of the programme are combined interim exams for *Introductory Psychology and Brain & Cognition* and *Research Methods and Statistics*. This is followed by one exam for *Developmental Psychology*, followed by two interim exams for *Work and Organisational Psychology & Social Psychology* and two for *Clinical Psychology & Neuropsychology*.
6. Each (interim) exam consists of a combination of multiple-choice questions with three answer options, and open-ended questions. Each correctly answered multiple-choice question scores 1 point. Each open-ended question is scored from 0 – 5.
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. It is not allowed to use dictionaries during the (interim) exams.
9. The final mark for each course (except for *Behavioural Data Science/Propaedeutic Thesis*) is determined by the following requirements:
 - a) presence and active participation in the TAS/RWST meetings;
 - b) making weekly assignments in the digital learning environment;
 - c) participation in all (interim) exams.

Based on these requirements, a final mark is computed for each course. In the event that a

¹ See <https://student.uva.nl/en/content/az/online-proctoring/online-proctoring.html> for more information about online proctoring.



- student fails to comply with the requirements mentioned under a) and/or b), this will lead to a deduction of the course's final mark; the exact way in which this is done is described later in this document.
10. In the calculating of the marks based on multiple-choice questions, a chance-correction is applied to correct for the fact that students without any knowledge of the study materials will, on average, answer one third of the three-choice questions correctly by chance.
 11. 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.
 12. Final marks for all courses range from 1 – 10, see the end of this document for an explanation of the meaning of these numbers. 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.
 13. Results of (interim) exams will be announced (if possible) within 10 working days via TestVision.
 14. Set dates and times for inspection of all (interim) exams are published in the [time table](#) of each course.
 15. If a student achieves a final mark of 5 or lower for a particular course, all the interim exam results expire immediately. The student is then referred to the resit of the exam. A resit of an interim exam is not possible, the resit exams always span the entire course. In calculating the final mark for the resit, any deductions for TAS/RWST and the weekly assignments will remain in effect.
 16. Resits will only be offered after the end of the academic year (in July). This way, preparation for a resit does not interfere with studying for the regular exams during the academic year. The final mark obtained after a resit replaces previous final marks.
 17. A *request for reassessment* of an (interim) exam can be lodged with the lecturer (via the Education Desk, see Canvas for the exact procedure) within 3 working days following the inspection date. An *appeal* against the assessment can be lodged with the Examination Appeals Board (CBE) within 6 weeks after the publication of the result. Note that the CBE only assesses whether the contested decision is within the law. It is not authorised to assess the content of your completed papers or exams. See Canvas for further explanation of the procedures.
 18. The Psychology programme has a Binding Study Advice (BSA), see the Teaching and Examination Regulations (Onderwijs- en Examenregeling) Bachelor Psychology 2021-2022 for the exact regulations.

Regulations regarding force majeure (special circumstances)

If special circumstances (i.e., mild or severe COVID-19 complaints, illness, functional limitations, special family circumstances, pregnancy) interfere with your studies, for example by preventing you from attending the Tutorials Academic Skills, making the Weekly Assignments, or making the (interim) exams, **these circumstances should be reported to the study advisers as soon as reasonably possible**. Only if this has been done, the following applies:

- If a demonstrable force majeure situation prevented attendance at or caused a low score for one of the four interim exams for the courses *Introduction and Cognition* and/or *Research Methods and Statistics* the opportunity to resit one *interim* exam will be offered in July, providing that a) an unrounded mark of 5.5 or more for this extra resit would result in passing the course, b) there has been active participation in all tutorials, and c) all weekly assignments have been completed in time. The study advisers will contact students to



whom this applies.

- If a student has failed a course as a result of not meeting the requirements referred to under 9a and/or 9b above, a student can, between June 5 and June 21, send a written request to the Examinations Board (examencommissie-psy-fmg@uva.nl) to ask for a replacement assignment in order to still meet these requirements. After June 21, the Examinations Board will assess whether there was demonstrable force majeure that was reported to the study advisers on time, and, if so, whether a replacement assignment is possible. If a replacement assignment is issued, the assignment must be submitted within the time specified and meet the academic requirements referred to. If the assignment is graded as sufficient, the final mark for the course will be a 6.
Note that replacement assignments cannot be requested after the resits.
- The dean will assess whether there was demonstrable force majeure and, if so, will take the force majeure into account in the process leading to a BSA.

Note that mild COVID-19 complaints are no reason to miss online education activities, but **students with mild COVID-19 complaints should stay at home.**

Tutorials Academic Skills/Reading and Writing of Scientific Texts (TAS/RWST)

Compulsory Tutorials Academic Skills are held in both the first and second semester of the programme. In preparation of, during, and after the tutorials, assignments are made. In addition, various writing assignments are made within the framework of the component RWST. The credits (ECs) for the tutorials are included in the credits for the ongoing courses.

With respect to TAS/RWST, the following three requirements must be met:

1. Full attendance at all meetings

One may only be absent from the tutorials in case of force majeure (see above). In the period up to Christmas, such absence is allowed twice without consequences. In the period after Christmas, such absence is allowed twice for only one course (the first time this happens, this is automatically logged as such) and once for the other courses without consequences. If one is absent more often, each (partly) missed tutorial is logged as an unauthorized absence.

Based on the number of unauthorized absences during a course, one receives deduction points in the calculation of the final mark for the ongoing course(s) or one gets a final assessment of NAV according to the following table (in the period before Christmas the deduction applies to both courses):

Number of unauthorized absences	Number of deduction points 12 EC course	Number of deduction points 6 EC course
1	0,5	1
2	1	3
3	2	NAV
4	3	NAV
More than 4	NAV	NAV

2. Active participation in the tutorials

Active participation means that one:

- makes an active contribution to each tutorial;
- adequately carries out the preparatory and other assignments and submits them in time.



If one does not actively participate, the number of absences mentioned above is increased by 1 for each tutorial meeting involved. If one misbehaves (e.g., by being under the influence of drugs), the meeting in question counts as absent and one receives a warning; if no improvement occurs after the warning, one is excluded from further participation in the tutorials and receives a final assessment NAV for the ongoing course(s).

3. Active participation in the projects

During the year, students work on several projects, for example the projects Professional Orientation, Psychologists in the Wild (PITW), a Research Project (RP), and a Psychological Assessment Project (PAP).

Active participation means that one:

- makes an active and adequate contribution to each project;
- adequately carries out the associated assignments together with fellow students.

One receives the grade NAV for Introductory Psychology and Brain & Cognition, Research Methods and Statistics, and Social and Work & Organisational Psychology if one does not actively participate in the PITW project, the RP, and the PAP, respectively.

Other projects may be added, this will be communicated in time on Canvas.

4. Finally, writing assignments are made within the framework of the component RWST

The following requirements apply to these assignments:

- Each writing assignment (including plans, first drafts, etc.) must be submitted in time and must be assessed as sufficient (or higher) in order to proceed with the next assignment;
- If a suspicion of plagiarism is raised for one of the writing assignments (including plans, first drafts, etc.), the case is handed over to the Examinations Board. Note that if the Board confirms plagiarism, a student is usually expelled from the course and other sanctions may also be imposed.

All writing assignments prepare a student for writing the Propaedeutic Thesis, see *Behavioural Data Science/Propaedeutic Thesis* below.

Weekly Assignments

For each course, each week compulsory weekly assignments (WAs) are made in the digital learning environment. The WAs necessitate students to elaborate (see Gray & Bjorklund, pp. 339–341) and thus aim to support studying and clarify and enliven the learning material. The deadline for submitting the assignments is 23.55 on Sunday. Note that the (interim) exams may include questions about these assignments.

Weekly assignments that are not submitted, or are only partially completed, are considered missed. For each course in the first semester, one missed assignment is allowed; for each course in the second semester, two missed assignments are allowed. Additional missed weekly assignments will result in 0.2 deduction points per assignment for the courses of the first semester, and 0.1 deduction points per assignment for the courses of the second semester. The total number of deduction points will be subtracted from the final mark for each course.

Research Methods and Statistics

A digital formula sheet will be provided during the exams. Additional software requirements will be communicated on Canvas.

Contents and Duration of the (Interim) Exams

Each (interim) exam consists of a combination of multiple-choice (MC) questions with three answer



options and open-ended (OE) questions. With each MC question you can earn 1 point, with each OE question a maximum of 5. An open-ended question may consist of several sub questions, if so, these sub questions are worth 5 points together. The configuration of the exams of the first five courses of the programme is set out below.

- For each of the courses *Introductory Psychology and Brain & Cognition* and *Research Methods and Statistics* there are four interim exams, one every 4 weeks. Each interim exam consists of 25 MC questions and 1 OE question. The interim exams for these two courses are taken in sequence. Students get 1.5 hours to take each interim exam.
- For *Developmental Psychology* there is one exam. It consists of 50 MC questions and 2 OE questions. Students get 3 hours to take the exam.
- For *Work and Organisational Psychology & Social Psychology* and *Clinical Psychology & Neuropsychology* there are two interim exams. Each interim exam consists of 50 MC questions and 2 OE questions. Students get 2 x 1.5 hours to take each interim exam.
- For the *Behavioural Data Science* component of the *Behavioural Data Science/Propaedeutic Thesis* course there is one exam. It consists of 25 MC questions and 1 OE question. Students get 1.5 hours to take the exam.

The final mark for a course is calculated on the basis of the performance on the exams and the total number of deduction points, see below.

Calculation of the Final Marks for the First Five Courses

The calculation of the final mark for each course takes a number of steps.² First, the chance-correction (CC) is calculated as follows:

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

Next, the marks for the MC-part and the OE-part are calculated. The marks for these parts are calculated on the basis of the total scores obtained for the MC questions (MC_score, 1 point per correctly answered question) and for the OE questions (OE_score, 0–5 points per OE question). The mark for the MC-part is calculated as follows:

$$MC_mark = ((MC_score - CC) / (Maximum_MC_score - CC)) * 10$$

The mark for the OE-part is calculated as follows:

$$OE_mark = (OE_score / Maximum_OE_score) * 10$$

The total number of deduction points for a course is calculated as follows:

$$\text{Total number of deduction points} = \text{Deduction points for TAS/RWST} + \text{Deduction points for the weekly assignments}$$

The unrounded mark for all courses is calculated as follows:

$$\text{Unrounded mark} = (0.8 * MC_mark) + (0.2 * OE_mark) - \text{Total number of deduction points}$$

² Note that students can also calculate their marks for separate interim exams, and their marks for various numbers of interim exams combined, using these steps. An electronic tool to do so can be found on Canvas: [Home page > Information about the First Year Programme > Examinations > Calculate your marks.](#)



The calculation of the final mark is made in accordance with the *Rules and Guidelines of the Examinations Board*. 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.³ If the final mark for a course is 5 or lower, then the student will not receive course credits (ECs), and will be required to take the resit in July.

Behavioural Data Science/Propaedeutic Thesis

The *Behavioural Data Science/Propaedeutic Thesis* course consists of the two components: *Behavioural Data Science* and the *Propaedeutic thesis*. The *Behavioural Data Science* component can only be followed separately if one is not allowed to write a propaedeutic thesis; everyone who writes a propaedeutic thesis also follows the *Behavioural Data Science* component at the same time.

The unrounded mark for the *Behavioural Data Science* component is calculated as sketched above for the other exams, this mark will be used in the calculation of the final mark for the course as shown in the last paragraph of this section.

The *Propaedeutic thesis* component consists of writing a literature review. In order to be admitted to this component, all earlier writing assignments of RWST must have been completed successfully. During the component, one writes several assignments. In order to pass this component, students are required to hand in all assignments in time and attend all the meetings. In addition, all assignments must be graded as sufficient (or higher).

In order to pass the *Propaedeutic thesis* component, students must also meet the following two requirements:

1. attend the final meeting concluding the academic year;
2. achieve 25 Research Credits (RC) during the academic year, **of which 10 must be achieved by 2021**; all credits must be completed by July 1 2022.⁴

If one or both of these two requirements are not met, the grade for the *Propaedeutic thesis* component is NAV. Only if these requirements are met, a mark may be given for the *Propaedeutic thesis* component in half and full numbers. Marks smaller than 5.5 are not given, one receives a grade NAV in that case and has to write a new thesis on a new topic the next academic year.

The calculation of the final mark for the course *Behavioural Data Science/Propaedeutic Thesis* is calculated as follows. Only if both the unrounded mark for the *Behavioural Data Science* component and the mark for the *Propaedeutic thesis* component are 5.5 or more, the final mark for this course is the rounded mean of the two component marks; means that are at least 5.5 but smaller than 6.25 are rounded to a final mark for the course of 6, all other means are rounded to final marks in half and full numbers.

In all other cases, the final mark for the course is NAV (not fulfilled), and no credits are awarded. A resit in July is only possible for the *Behavioural Data Science* component.

³ 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. The rule is prescribed in the *Rules and Guidelines of the Examinations Board*. Due to measurement error, more precise grades are not feasible.

⁴ Given that little research is being carried out in June, it is wise to meet this requirement earlier in the academic year. Students who have objections of principle or other objections to fulfil this requirement may contact the Examinations Board.



Resits: General

The resits are meant to give students who were, as a result of a demonstrable force majeure situation, unable to take part in an (interim) exam or who were unable to prepare themselves fully, an extra opportunity to pass a course. However, if students are not satisfied with their final mark(s) obtained during the year, they are also entitled to a resit in July but taking more than 1 resit may affect the awarding of a distinctive classification, see the corresponding heading below.

A resit of an interim exam is not possible, the resit exams always span the entire course. Moreover, the total number of deduction points earned during each course remains the same and is reused in the calculation of the final mark for a resit.

If the sixth course of the programme (*Behavioural Data Science/Propaedeutic thesis*) is not passed, there is only the possibility for a resit of the *Behavioural Data Science* component of the course.

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

Please note: The latest final mark obtained always replaces earlier obtained final marks so taking a resit may result in a student's final mark going down. Also, taking a resit may affect the awarding of a distinctive classification of the Propaedeutic diploma and the Bachelor degree certificate.

Contents and Duration of the Resits

Each resit exam consists of multiple-choice (MC) questions with three answer options and open-ended questions. The configuration of the resits of the programme is set out below.

- For each of the courses *Introductory Psychology and Cognition*, *Research Methods and Statistics*, *Work and Organisational Psychology & Social Psychology*, and *Clinical Psychology & Brain and Cognition* there is one resit exam which consists of 52 MC questions and 4 OE questions. Students get 3 hours to take each exam.
- For *Developmental Psychology* there is one resit exam. It consists of 25 MC questions and 2 OE questions. Students get 1.5 hours to take the exam.
- The resit exam for the *Behavioural Data Science* component of the *Behavioural Data Science/Propaedeutic thesis* course consists of 25 MC questions and 1 OE question. Students get 1.5 hours to take the exam.

The final mark for a course is calculated on the basis of the performance on the exams and the total number of deduction points received earlier during the course.

Calculation of Final Marks for the Resits

For the first five courses, the calculation of the final mark is exactly the same as for the regular exams, except that the unrounded mark is now calculated as follows:

$$\text{Unrounded mark} = (\frac{2}{3} * \text{MC_mark}) + (\frac{1}{3} * \text{OE_mark}) - \text{Total number of deduction points}$$

Note that the *Total number of deduction points* for a resit remains the same as that for the corresponding regular exam. Also note the different weighting of the MC-mark and the OE-mark as compared to that of the regular exams.

The final mark for the *Behavioural Data Science/Propaedeutic thesis* course after the resit of the *Behavioural Data Science* component is calculated using exactly the same steps as for the regular exam except that the unrounded mark for the resit replaces the regular unrounded mark.

If the final mark for a course is 5 or lower, or the final grade is NAV, the student will not receive course credits (ECs), and will be required to take the course again in the next academic year.



Distinctive Classifications for the Propaedeutic Exam

The final marks of all courses of the propaedeutic year count towards a possible distinctive classification. All the courses must have been graded in order to be awarded a distinctive classification; a maximum of one course may have been graded twice. If more than one exemption is granted, no distinctive classification will be awarded. When all these provisions are met, the distinctive classification “With Merit” is awarded when the EC-weighted average-mark is larger than 7.5; the distinctive classification “With Distinction” is awarded when the EC-weighted average-mark is larger than 8.5.

Appendix for non-psychology students

A separate Appendix of this document exists for students who did not enrol in the Psychology Bachelor: Appendix Examinations Regulations Propaedeutic Year of the Psychology Programme 2021-2022 – Additional Regulations for Non-Psychology Students.

Transitional arrangement for students who failed an earlier propaedeutic course

Regular psychology students who failed a propaedeutic course earlier and take it again in 2021-2022, do not attend the corresponding Tutorials Academic Skills; they will not receive deduction points for this. Note that the Weekly Assignments remain compulsory for this group of students.

Amsterdam, September 2021, Educational Institute Psychology

On behalf of the Examinations Board,
Dr. P.A. Starreveld



Grading scheme

UvA Grades	UvA Letter	Grade point	UvA Descriptive grade	Grade point	UK Letter*	US Letter*
9.0 - 10.0	A+	9.5	Excellent	9.0	A+	A+
8.5 - 8.9	A	8.5				
8.3 - 8.4			A-	8.0	Good	8.0
8.0 - 8.2						
7.8 - 7.9						
7.5 - 7.7						
7.3 - 7.4	B+	7.5	Satisfactory	7.0	B	B+
7.0 - 7.2	B	7.1				
6.7 - 6.9	B-	6.8				
6.5 - 6.6	C+	6.5				
6.4						
6.0 - 6.3	C	6.0	Sufficient	6.0	D	C
5.5 - 5.9						
4.6 - 5.4	D	5.0	Fail	4.0	F	F
1.0 - 4.5	F	4.0				

* The given conversion scheme is suggested for broad orientation purposes only. For more information on the Dutch grading culture in comparison to other cultures, please consult www.nuffic.nl.