



Teaching and Examination Regulations (TER)

Master's Degree Programmes

Faculty of Sciences

Vrije Universiteit Amsterdam

Section A: Faculty Section

Academic year 2018-2019

Index

Section A: Faculty section [Error! Bookmark not defined.](#)

1. General provisions [Error! Bookmark not defined.](#)

Article 1.1 Applicability of the Regulations [Error! Bookmark not defined.](#)

Article 1.2 Definitions [Error! Bookmark not defined.](#)

2. Study programme structure [Error! Bookmark not defined.](#)

Article 2.1 Structure of academic year and educational components [Error! Bookmark not defined.](#)

3. Assessment and Examination [Error! Bookmark not defined.](#)

Article 3.1 Signing up for education and interim examinations [Error! Bookmark not defined.](#)

Article 3.2 Type of examination [Error! Bookmark not defined.](#)

Article 3.3 Oral interim examinations [Error! Bookmark not defined.](#)

Article 3.4 Determining and announcing results [Error! Bookmark not defined.](#)

Article 3.5 Examination opportunities [Error! Bookmark not defined.](#)

Article 3.6 Marks [Error! Bookmark not defined.](#)

Article 3.7 Exemption [Error! Bookmark not defined.](#)

Article 3.8 Validity period for results [Error! Bookmark not defined.](#)

Article 3.9 Right of inspection and post-examination discussion [Error! Bookmark not defined.](#)

Article 3.10 Fraud and plagiarism [Error! Bookmark not defined.](#)

4. Academic student counselling and study progress [Error! Bookmark not defined.](#)

Article 4.1 Administration of study progress and academic student counselling [Error! Bookmark not defined.](#)

Article 4.2 Adaptations for students with a disability [Error! Bookmark not defined.](#)

5. Hardship clause [Error! Bookmark not defined.](#)

Article 5.1 Hardship clause [Error! Bookmark not defined.](#)

Article 5.2 Publication [Error! Bookmark not defined.](#)

Appendices

Appendix I Overview of articles that must be included in the OER [Error! Bookmark not defined.](#)

Appendix II [Error! Bookmark not defined.](#) 11

Appendix III Ordinances VU CvB and Binding Guidelines (richtlijn) [Error! Bookmark not defined.](#)

Section A: Faculty Section

1. General provisions

Article 1.1 Applicability of the Regulations

<p>1. These Regulations apply to anyone enrolled for the programme, irrespective of the academic year in which the student was first enrolled for the programme. These regulations apply to the teaching and examination of the following Master's programmes:</p> <ul style="list-style-type: none"> • Artificial Intelligence • Biomolecular Sciences • Business Analytics • Drug Discovery and Safety • Earth Sciences • Ecology • Environment and Resource Management • Global Health (research) • Health Sciences • Hydrology • Information Sciences • Management, Policy Analysis and Entrepreneurship in the Health and Life Sciences • Mathematics • Medical Natural Sciences • Neurosciences (research) • Parallel and Distributed Computer Systems • Science Business and Innovation • Stochastics and Financial Mathematics 	<p>Advice OLC, approval FGV (9.38 b)</p>
<p>2. These Regulations enter into force with effect from 1 September 2018</p>	<p>Advice OLC, approval FGV (9.38 b)</p>
<p>3. An amendment to the Teaching and Examination Regulations is only permitted to concern an academic year already in progress if this does not demonstrably damage the interests of students.</p>	<p>Advice OLC, approval FGV (9.38 b)</p>

Article 1.2 Definitions

The following definitions are used in these Regulations:

- a. academic year: the period beginning on 1 September and ending on 31 August of the following calendar year;
- b. EC (European Credit) an EC credit with a workload of 28 hours of study;
- c. educational component: a unit of study of the programme within the meaning of the WHW;
- d. examination: the final examination of the Master's programme;
- e. interim examination: an assessment of the student's knowledge, understanding and skills relating to a course component. The assessment is expressed in terms of a final mark. An interim examination may consist of one or more partial examinations. A resit always covers the same material as the original interim examination;
- 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 study

	programme (a degree programme, a major or a specific curriculum within a degree programme) for which the collaborating institutions are jointly responsible;
g. period:	a part of a semester
h. practical exercise:	the participation in a practical training or other educational learning activity, aimed at acquiring certain (academic) skills. Examples of practical exercises are: <ul style="list-style-type: none"> o researching and writing a thesis o carrying out a research assignment o taking part in fieldwork or an excursion o taking part in another educational learning activity aimed at acquiring specific skills, or o participating in and completing a work placement;
j. programme:	the totality and cohesion of the course components, teaching activities/methods, contact hours, testing and examination methods and recommended literature;
j. SAP/SLcMVU:	the Student Information System;
k. semester:	the first (September - January) or second half (February - August) of an academic year;
l. study guide:	the guide for the study programme that provides further details of the provisions and other information specific to that programme. The study guide (or course catalogue) is available electronically at: https://www.vu.nl/en/study-guide/
m. subject	see educational component
n. Thesis/internship:	a component comprising research into the literature and/or contributing to scientific research, always resulting in a written report;
o. workload:	the workload of the unit of study to which an interim examination applies, expressed in terms of credits = EC credits (ECTS = European Credit and Transfer Accumulation System). The workload for 1 year (1,680 hours) is 60 EC credits;
p. University:	Vrije Universiteit Amsterdam;
q. WHW:	the Dutch Higher Education and Research Act (<i>Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek</i>);
r. OLC	Programme committee;
s. FGV	Faculty joint assembly – assembly of the faculty student council and faculty staff council;
t. CvB	the Executive Board of Vrije Universiteit Amsterdam.

The other terms have the meanings ascribed to them by the WHW.

2. Study programme structure

Article 2.1 Structure of academic year and educational components

1. The study programme will be offered in a year divided into two semesters.	Ordinance CvB, see appendix 3
2. Every semester consists of three consecutive periods of eight, eight and four weeks	Ordinance CvB, see appendix 3
3. An educational component comprises 6 EC or a multiple thereof.	Ordinance CvB, see appendix 3

4. By way of exception to paragraph 3, Section B may stipulate that a unit of study comprises 3 EC or a multiple thereof. The Faculty Board requests permission from the Executive Board .	Ordinance CvB, see appendix 3
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3. Assessment and Examination

Article 3.1 Signing up for education and interim examinations

1. Every student must sign up to participate in the educational components of the programme, the examinations and resits. The procedure for signing up is described in an annex to the Student Charter.	Ordinance CvB, see appendix 3
2. Signing up may only take place in the designated periods.	Ordinance CvB, see appendix 3
3. If a student does not pass the examination and the resit of a component, he/she is obliged to take the whole component again, unless it concerns a degree programmes in which certain mark remain valid. For further regulations concerning the validity of the marks see TER section B.	

Article 3.2 Type of examination

1. At the student's request, the Examinations Board may permit a different form of interim examination than stipulated in the study guide If applicable, more detailed regulations concerning this are included in the Rules and Guidelines for the Examinations Board.	Advice OLC, Approval FGV (7.13 l)
2. In an educational component is no longer offered in the academic year following its termination, at least one opportunity will be provided to sit the interim examination(s) or parts thereof and a transitional arrangement will be included in the programme-specific section for the subsequent period.	Advice OLC, approval FGV (7.13 j)

Article 3.3 Oral interim examinations

1. An oral assessment is public unless the Examinations Board or examiner determines otherwise in an exceptional case.	Advice OLC; approval FGV (7.13 l and n)
2. Unless otherwise specified by the Examination Board, an oral examination will be taken in the presence of a second examiner.	Rules / Guidelines EB

Article 3.4 Determining and announcing results

1. The examiner determines the result of a written interim examination as soon as possible, but at the latest within fifteen working days. By way of departure from that stipulated in the first clause, the marking deadline for theses, internships/work placements final assignments is no longer than twenty working days. The examiner will then immediately ensure that the marks are registered and also ensures that the student is immediately notified of the mark, taking due account of the applicable confidentiality standards.	Ordinance CvB, see appendix 3
2. The examiner determines the result (i.e. mark) of an oral examination within one working day after the examination has finished and informs the student accordingly. The third clause of the first paragraph applies.	Advice OLC; approval FGV (7.13 o)
3. In the case of alternative forms of oral or written examinations, the Examinations Board determines in advance how and by which deadline the student will be informed of the results.	Advice OLC; approval FGV (7.13 o)

4. A student may also submit a request for reassessment to the examiner. A request for reassessment does not affect the time period for lodging an appeal.	Advice OLC; approval FGV (9.38 b)
5. The examiner determines the result of an interim examination no later than five working days before the next (interim) examination will be held.	
6. 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 Art. 3.9, as well as his/her option to appeal to the Examinations Appeals Board (COBEX).	
7. 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. A request for reassessment does not suspend the term for the appeal.	

Article 3.5 Examination opportunities

1. a. Per academic year, two opportunities to take examinations per educational component will be offered. b. The options for retaking practical components, work placements and theses are detailed in the relevant work placement manual, teaching regulations or graduation regulations.	Ordinance CvB, see appendix 3
2. The most recent mark will apply in the event of a resit, unless it is marked with a 'NS' (no show). A retake is allowed for both passed and failed units of study.	Ordinance CvB, see appendix 3
3. The resit for a (partial) interim examination must not take place within ten working days of the announcement of the result of the (interim) examination being resat.	Advice OLC; approval FGV (7.13 j)
4. The Examination Board may allow a student an extra opportunity to sit an examination if that student is lacking only those credits to qualify for his degree. This is conditional to the student's having failed the examination during a previous attempt. Furthermore, there may be no more regular opportunities for resitting the examination in the current academic year. If necessary, the method of examination may deviate from the provisions in the study guide. This provision excludes the practical assignments (including the Bachelor's thesis). Requests for an additional examination opportunity must be submitted to the Examination Board no later than 15 July.	Ordinance CvB, see appendix 3

Article 3.6 Marks

1. Marks are given on a scale from 1 to 10 with no more than one decimal point.	Ordinance CvB, see appendix 3
2. The final marks are given in whole or half points.	Ordinance CvB, see appendix 3
3. Final marks between 5 and 6 will be rounded off to whole marks: between 0.1 - 0.4 rounded down; between 0.5 - 0.9 rounded up. To pass a course, a 6 or higher is required. In case where the examination of a component consists of two or more parts, each of which are graded separately, the (weighted) mean of these marks (meaning: the final mark) must be rounded off using the following table:	Ordinance CvB, see appendix 3

From	Up to	Grade
1,00	1,25	1
1,25	1,75	1,5
1,75	2,25	2,0
2,25	2,75	2,5

	2,75	3,25	3,0		
	3,25	3,75	3,5		
	3,75	4,25	4,0		
	4,25	4,75	4,5		
	4,75	5,50	5,0		
	5,50	6,25	6,0		
	6,25	6,75	6,5		
	6,75	7,25	7,0		
	7,25	7,75	7,5		
	7,75	8,25	8,0		
	8,25	8,75	8,5		
	8,75	9,25	9,0		
	9,25	9,75	9,5		
	9,75	10,0	10		
4. The Examination Board can allow to use symbols rather than numbers, for example; pass, fail, good. When a student does not take part in any (interim) examination, the examiner will register the mark 'no show' (in Dutch: ns)					Ordinance CvB, see appendix 3

Article 3.7 Exemption

1. At the written request of the student, the Examination Board may exempt the student from taking one or more interim examination, if the student: a) has passed an educational component of a university or higher professional education programme that is equivalent in terms of content and level; b) has demonstrated through his/her work and/or professional experience that he/she has sufficient knowledge and skills with regard to the relevant educational component.	Advice OLC; approval FGV (7.13 r)
2. The exemption does not apply to the Master's thesis, the final work placement (internship) or the final project (in case of programmes where the research project results in the final paper).	Rules/ Guidelines EB
3. The Examination Board will make a decision within 6 weeks after receiving the written request.	Rules/ Guidelines EB

Article 3.8 Validity period for results

1. The validity period of examinations passed and exemption from examinations is unlimited, unless otherwise specified in Section B.	Legal provision
2. The validity period of a partial examination is limited to the academic year in which it was sat or until the end of the unit of study concerned, as stipulated for the relevant unit of study in Section B.	Advice OLC; approval FGV (9.38 b)

Article 3.9 Right of inspection and post-examination discussion

1. For twenty working days after the announcement of the results of a written interim examination, the student can, on request, inspect his/her assessed work, the questions and assignments set in it, as well as the standards applied for marking. The place and time will be announced on CANVAS.	Advice OLC; approval FGV (7.13 p en q)
2. If a collective post-examination discussion has been organized, individual post-examination discussions will be held only if the student has attended the collective	Advice OLC; approval FGV (7.13 q)

discussion or if he/she was unable to attend the collective discussion through no fault of his/her own.	
3. Students who meet the requirements stipulated in paragraph 1 can submit a request for an individual post-examination discussion to the relevant examiner. The discussion shall take place at a time and location to be determined by the examiner.	Advice OLC; approval FGV (7.13 p en q)

Article 3.10 Fraud and plagiarism

1. The provisions of the Rules and Guidelines for the Examination Board apply in full.	Rules/ Guidelines EB
2. Electronic detection software programmes may be used to detect plagiarism in texts. In submitting a text, the student implicitly consents to the text being stored in the database of the detection programme concerned.	Rules/ Guidelines EB

4. Academic student counselling and study progress

Article 4.1 Administration of study progress and academic student counselling

1. The faculty board is responsible for the correct registration of the students' study results. After the assessment of an educational component has been registered, every student has the right to inspect the result for that component and also has a list of the results achieved at his/her disposal in VUnet.	Advice OLC; approval FGV (7.13 u)
2. Enrolled students are eligible for academic student counselling. Academic student counselling is in any case provided by <ol style="list-style-type: none"> a. The Student General Counselling Service b. Student psychologists c. Faculty academic advisors 	Advice OLC; approval FGV (7.13 u)

Article 4.2 Adaptations for students with a disability

1. A student with a disability can, at the moment of submission to VUnet, or at a later instance, submit a request to qualify for special adaptations with regard to teaching, practical training and interim 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 study programme.	Advice OLC; approval FGV (7.13 m)
2. The request referred to in the first paragraph must be accompanied by a statement from a doctor or psychologist. If possible, an estimate should be given of the potential impact on the student's study progress. In case of a chronic disability a single (one time) request suffices.	Advice OLC; approval FGV (7.13 m)
3. Students who have been diagnosed with dyslexia must provide a statement from a BIG, NIP or NVO registered professional who is qualified to conduct psychological evaluation.	Advice OLC; approval FGV (7.13 m)
4. The faculty board, or the responsible person on behalf of the faculty board, decides on the adaptations concerning the teaching facilities and logistics. The Examinations Board will rule on requests for adaptations with regard to examinations.	Advice OLC; approval FGV (7.13 m)
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.	Advice OLC; approval FGV (7.13 m)
6. A request for adaptations will be refused if it would place a disproportionate burden on the organization or the resources of the faculty or university were it upheld.	Advice OLC; approval FGV (7.13 m)

7. If the disability justifies an extension of the interim examination time, the Examinations Board will issue a statement testifying to this entitlement to an extension. If a disability justifies other measures to be taken, the academic adviser can take the necessary measures.	Advice OLC; approval FGV (7.13 m)
8. The decision as referred to in paragraph 7, is valid for a maximum period of one year with the exception for the chronic diseases and disabilities.	Advice OLC; approval FGV (7.13 m)

5. Hardship clause

Article 5.1 Hardship clause

In instances not regulated by the Teaching and Examination Regulations or in the event of demonstrable extreme unreasonableness and unfairness, the faculty board responsible for the study programme will decide, unless the matter concerned is the responsibility of the Examinations Board.	Advice OLC; approval FGV (9.38 b)
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5.2. Publication

1. The faculty board will ensure the appropriate publication of these Regulations and any amendments to them.	
2. The Teaching and Examination Regulations will be posted in the study guide or on VU.net.	

Approved by authorized representative advisory body FGOV Beta on June 26, 2018

Adopted by the Faculty Board on June 26, 2018

Appendix I**Overview of articles that must be included in the OER**

Based on Section 7.13, paragraph 2, of the WHW and other Sections of the Act.

Section A: Faculty section

2. Study programme structure	
Article 2.1 Structure of academic year and educational components	7.13 paragraph 2 sub e
3. Assessment and Examination	
Article 3.2 Type of examination	7.13 paragraph 2 sub h, l, j
Article 3.3 Oral interim examinations	7.13 paragraph 2 sub l, n
Article 3.4 Determining and announcing results	7.13 paragraph 2 sub o
Article 3.5 Examination opportunities	7.13 paragraph 2 sub h, j
Article 3.7 Exemption	7.13 paragraph 2 sub r
Article 3.8 Validity period for results	7.13 paragraph 2 sub k
Article 3.9 Right of inspection and post-examination discussion	7.13 paragraph 2 sub p, q
4. Academic student counselling and study progress	
Article 4.1 Administration of study progress and academic student counselling	7.13 paragraph 2 sub u
Article 4.2 Adaptations for students with a disability	7.13 paragraph 2 sub m

Section B1: Programme specific – general provisions

6. General programme information and characteristics	
Article 6.1 Study programme information	7.13 paragraph 2 sub i, r
Article 6.2 Teaching formats used and modes of assessment	7.13 paragraph 2 sub l, x
[option:] Article 6.3 Academic student counselling	7.13 paragraph 2 sub u
7. Further admission requirements	
Article 7.2 Admission requirements	7.30b paragraph 2
8. Interim examinations and results	
Article 8.1 Sequence of interim examinations	7.13 paragraph 2 sub h, s, t
[option 1:] Article 8.2 Validity period for results	7.13 paragraph 2 sub k
[option 2:] Article 8.2 Validity period for results	7.13 paragraph 2 sub k

Section B2: Programme specific – content of programme

9. Programme objectives, specializations and exit qualifications	
Article 9.1 Workload	7.13 paragraph 2 sub g
Article 9.2 Specializations	7.13 paragraph 2 sub a
Article 9.3 Programme objective	7.13 paragraph 2 sub a
Article 9.4 Exit qualifications	7.13 paragraph 2 sub b, c
10. Curriculum structure	
Article 10.1 Composition of the programme	7.13 paragraph 2 sub a
Article 10.2 Compulsory educational components	7.13 paragraph 2 sub a
[Optional] Article 10.3 Elective educational components	7.13 paragraph 2 sub a
[Optional] Article 10.4 Practical exercise	7.13 paragraph 2 sub d
Article 10.5 Participation in practical exercise	7.13 paragraph 2 sub d
11. Evaluation and transitional provisions	
Article 11.1 Evaluation of the education	7.13 paragraph 2 sub a1
Article 11.2 Transitional provisions	7.13 paragraph 2 sub a

Appendix II

Table of right of advice and right of approval by the OLC and FGV

(translation to English at a later stage)

Onderwerpen Onderwijs – en Examenregeling (OER) 7.13 paragraph 2 WHW	FGV		OpIC	
	I	A	I	A
a. de inhoud van de opleiding en van de daaraan verbonden examens				
a1. de wijze waarop het onderwijs in de desbetreffende opleiding wordt geëvalueerd				
b. de inhoud van de afstudeerrichtingen binnen een opleiding				
c. de kwaliteiten op het gebied van kennis, inzicht en vaardigheden die een student zich bij beëindiging van de opleiding moet hebben verworven				
d. waar nodig, de inrichting van praktische oefeningen				
e. de studielast van de opleiding en van elk van de daarvan deel uitmakende onderwijseenheden				
f. de nadere regels, bedoeld in de Articleen 7.8b, zesde paragraph, en 7.9, vijfde paragraph (BSA)				
g. ten aanzien van welke masteropleidingen toepassing is gegeven aan Article 7.4a, achtste paragraph (<i>verhoogde studielast</i>)				
h. het aantal en de volgtijdelijkheid van de tentamens alsmede de momenten waarop deze afgelegd kunnen worden				
i. de voltijdse, deeltijdse of duale inrichting van de opleiding				
j. waar nodig, de volgorde waarin, de tijdvakken waarbinnen en het aantal malen per studiejaar dat de gelegenheid wordt geboden tot het afleggen van de tentamens en examens				
k. waar nodig, de geldigheidsduur van met goed gevolg afgelegde tentamens, behoudens de bevoegdheid van de examencommissie die geldigheidsduur te verlengen				
l. of de tentamens mondeling, schriftelijk of op een andere wijze worden afgelegd, behoudens de bevoegdheid van de examencommissie in bijzondere gevallen anders te bepalen				
m. de wijze waarop studenten met een handicap of chronische ziekte redelijkerwijs in de gelegenheid worden gesteld de tentamens af te leggen				
n. de openbaarheid van mondeling af te nemen tentamens, behoudens de bevoegdheid van de examencommissie in bijzondere gevallen anders te bepalen				
o. de termijn waarbinnen de uitslag van een tentamen bekend wordt gemaakt alsmede of en op welke wijze van deze termijn kan worden afgeweken				
p. de wijze waarop en de termijn gedurende welke degene die een schriftelijk tentamen heeft afgelegd, inzage verkrijgt in zijn beoordeelde werk				
q. de wijze waarop en de termijn gedurende welke kennis genomen kan worden van vragen en opdrachten, gesteld of gegeven in het kader van een schriftelijk afgenomen tentamen en van de normen aan de hand waarvan de beoordeling heeft plaatsgevonden				
r. de gronden waarop de examencommissie voor eerder met goed gevolg afgelegde tentamens of examens in het hoger onderwijs, dan wel voor buiten het hoger onderwijs opgedane kennis of vaardigheden, vrijstelling kan verlenen van het afleggen van een of meer tentamens				
s. waar nodig, dat het met goed gevolg afgelegd hebben van tentamens voorwaarde is voor de toelating tot het afleggen van andere tentamens				
t. waar nodig, de verplichting tot het deelnemen aan praktische oefeningen met het oog op de toelating tot het afleggen van het desbetreffende tentamen, behoudens de bevoegdheid van de examencommissie vrijstelling van die verplichting te verlenen, al dan niet onder oplegging van vervangende eisen				
u. de bewaking van studievoortgang en de individuele studiebegeleiding				
v. indien van toepassing: de wijze waarop de selectie van studenten voor een speciaal traject binnen een opleiding, bedoeld in Article 7.9b, plaatsvindt (<i>excellentietaject binnen een opleiding</i>)				
x. de feitelijke vormgeving van het onderwijs				
<i>alle overige onderwerpen die in de OER zijn geregeld maar die niet als zodanig zijn genoemd in art. 7.13 WHW onder a t/m x.</i>				

De lettering komt overeen met de lettering van Article 7.13 paragraph 2 WHW

Appendix III

Ordinances VU CvB and Binding Guidelines (richtlijn)

Section A, article:	Concerns:	CvB ordinance / guideline
2.1.1, 2.1.2	Year planning two semesters 8-8-4 (uniforme jaarkalender VU-UvA)	29-9-2008 (period 2009-2015) 22-05-2014 (periode 2016-2025)
2.1.3, 2.1.4	Educational components	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
3.1	Compulsory signing up	CvB ordinance 30-09-2010, prior consent USR.
3.4.1	Determination and publication of the results (1) Grading deadline exams 10 workdays (2) Theses 20 workdays	(1) Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017 (2) Quality demand 11 from the VU assessment policy, CvB ordinance 15-05-2012
3.5.1	Two possibilities to take examinations per year	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
3.5.2	Retake: most recent grade is valid. A pass can be retaken	Taken from the UvA guidelines, as part of the harmonization, CvB ordinance 24-02-2014
3.5.4	Extra retake last year	Included in (prior) model OER 16-17 following a request from committee O&O and adopted by CvB op 27-10-2015
3.6	Grades	CvB ordinance 30-09-2010, with University council's consent. As a result of harmonization UvA, the guideline: 5.5 is a pass, has been added. CvB ordinance 24-02-2014.
Section B1, article:	Concerns:	CvB ordinance / guideline
7.2.1	Admission criteria; at least WO Bachelor's degree	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
7.2.3	Additional admission criteria; type of criteria	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
Section B1, article:	Concerns:	CvB ordinance / guideline
10.1	Composition programme	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
10.2	Categorization of components	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017