

Teaching and Examination Regulations

Bachelor programme in Informatie, Multimedia en Management Faculty of Science

Academic year 2018-2019

B1. programme specific section – general provisions

B2. programme specific section – content of programme

Section B1: Programme specific – general provisions

7. General programme information and characteristics

Article 7.1 Study programme information

1.	The programme Informatie, Multimedia en Management CROHO number 56869 is offered on a full-time basis.	Advice OLC; approval FGV (7.13 i)																		
1a	The language of instruction is English	Advice OLC; approval FGV (9.38 b)																		
2.	A unit of study comprises 6 EC or a multiple thereof. The units of study listed below have a different size:																			
	<table border="1"> <thead> <tr> <th>Course code</th> <th>Course component</th> <th>EC</th> </tr> </thead> <tbody> <tr> <td>L_ETBAALG006</td> <td>Academic Writing (FEW)</td> <td>3</td> </tr> <tr> <td>X_400475</td> <td>Computational Thinking</td> <td>3</td> </tr> <tr> <td>X_400318</td> <td>History of Science</td> <td>3</td> </tr> <tr> <td>X_401088</td> <td>Introduction IMM</td> <td>3</td> </tr> <tr> <td>X_400433</td> <td>Philosophy</td> <td>3</td> </tr> </tbody> </table>	Course code	Course component	EC	L_ETBAALG006	Academic Writing (FEW)	3	X_400475	Computational Thinking	3	X_400318	History of Science	3	X_401088	Introduction IMM	3	X_400433	Philosophy	3	
Course code	Course component	EC																		
L_ETBAALG006	Academic Writing (FEW)	3																		
X_400475	Computational Thinking	3																		
X_400318	History of Science	3																		
X_401088	Introduction IMM	3																		
X_400433	Philosophy	3																		

Article 7.2 Teaching formats used and modes of assessment

1.	The programme uses the teaching formats as specified in the Study Guide.	Advice OLC; approval FGV (7.13 x)
2.	The modes of assessment used per educational component are specified in the Study Guide.	Advice OLC; approval FGV (7.13 l)

8. Further admission requirements

Article 8.1 Additional previous education requirements

1.	Students who do not meet the previous education requirement as stipulated in 'Regulations on Additional Prior Education Requirements for Higher Education' (Ministry of Education Culture and Science) currently in force may still be admitted to the programme by successfully completing the following exams: <ol style="list-style-type: none"> Mathematics A equivalent to final-examination university entry level (VWO) and A command of English equivalent to pre-university final-exam level (VWO). 	Exception in WHW: advice OLC
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Article 8.2 Colloquium doctum (entrance examination)

<p>1. Persons aged 21 years and older who do not meet the requirements for previous education can submit a request to the Executive Board to take an entrance examination (colloquium doctum), as stipulated in Section 7.29 of the WHW. The entrance examination concerns the following subjects at final pre-university examination level:</p> <ol style="list-style-type: none"> a. Mathematics A equivalent to final-examination university entry level (VWO) and b. A command of English equivalent to pre-university final-exam level (VWO). c. Evaluation with two members of staff. 	Advice OLC; approval FGV (9.38 b)
<p>2. The proof that the entrance examination has been passed, only provides entitlement to admission to the intended programme or programmes for the academic year after the examination was taken.</p>	Advice OLC; approval FGV (9.38 b)

Article 8.3 English language requirement for English-language Bachelor's programmes

<p>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, with at least the scores specified:</p> <ul style="list-style-type: none"> - IELTS: 6.5 - TOEFL paper based test: 580 - TOEFL internet based test: 92 - Cambridge Advanced English: A, B or C. 	<p>Landelijke gedragscode Internationale studenten</p> <p><i>Advice OLC, approval FGV if higher scores</i></p>
<p>2. Students who do not meet the previous education requirements but have successfully completed the first year of a higher professional education programme (HBO) can gain admission to the programme by demonstrating that their level of mathematics is comparable to Mathematics B as taught in Dutch pre-university secondary school programmes. The Admission Board will assess whether these conditions have been met. These conditions include a sufficient command of the language of tuition.</p>	
<p>2. Exemption is granted from the examination in English referred to in paragraph 1 to students who, no longer than two years before the start of the programme, have met the requirements of the VU test in English language proficiency TOEFL ITP, with at least the scores specified in paragraph 1, or:</p> <ul style="list-style-type: none"> - had previous education in secondary or tertiary education in an English-speaking country as listed on the VU website; - have an English-language 'international baccalaureate' diploma; - have an English-language diploma of a Bachelor or Master degree programme which has been accredited by the NVAO in the Netherlands. 	Advice OLC; approval FGV

9. Interim examinations and results

Article 9.1 Sequence of interim examinations

<p>1. Students may participate in interim examinations or practical exercises of the components below only if they have passed the interim examination or examinations for the components mentioned hereinafter:</p>	Advice OLC; approval FGV (7.13 h, 7.13 s/t)
Not Applicable	

Article 9.2 Validity period for results

1. The validity period of the interim examinations and exemptions from interim examinations below, is limited as follows: n.a.	Advice OLC; approval FGV (7.13 k)
2. A student may request the Examination Board to extend the validity of an exam. If the exam shows that a student's knowledge is insufficient or outdated, or if the student's skills and insights evaluated in the exam are demonstrably outdated, the Examination Board may impose a supplementary examination, impose a replacement examination or refuse to extend the period of validity.	Legal provision
3. In situations where a limited period of validity applies, the period of validity of examinations may be extended in the event of extenuating circumstances as stipulated in WHW Article 7.51, paragraph 2, with at least the period of allocated financial assistance specified in WHW Article 7.15, paragraph 1.	Legal provision

Art. 9.3. Degree

Students who have successfully completed the final examination and met all other requirements stipulated in the WHW will be given the degree of Bachelor of Science, abbreviated to BSc. The degree awarded is stated on the diploma. If it is a joint degree, this will also be stated on the diploma.	Legal provision
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Section B2: Programme specific – content of programme

10. Programme objectives, specializations and exit qualifications

Article 10.1 Programme objective

The graduate should, based on a thorough knowledge of the computer sciences, be able to bridge the gap between the exact and mechanical nature of computers and the nature of the domain where information technology is used. The programme also aims to let students acquaint themselves with the importance of information science in a broad scientific, philosophical, and societal context.	Advice OLC; (7.13 a)
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Article 10.2 Majors (specializations)

The programme has the following majors N.A.	Advice OLC; (7.13 a)
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Article 10.3 Exit qualifications

At all events, a graduate of the study programme will:	
<p>A. Knowledge and Insight</p> <p>A1: Knowledge of Computer Science: information systems, data structures, networks, information modelling, human-computer interaction, and theoretical aspects, as well as business aspects</p> <p>A2a) Web & Business: organizational theory, business administration, IT strategy and management;</p> <p>A2b) Web & Media: multimedia techniques, multimedia application areas in the culture domain.</p>	Approval OLC (7.13 c)
<p>B. Application knowledge and insight</p> <p>B1) The ability to use the acquired multidisciplinary knowledge in bridging information technology and its applications in an organizational context, including skills in dealing with clients and users.</p> <p>B2) The ability to work together in an interdisciplinary team on the solution of complex IT problems.</p>	
<p>C. Judgement</p> <p>C1) The ability to assess relevant (scientific) developments in the field of study on their merits.</p> <p>C2) The ability to argue the value of such developments and to present this both in writing and orally</p>	
<p>D. Communication</p> <p>D1) Written and oral proficiency in Dutch and English.</p>	

E. Learning skills E1) Skills to follow the Master of Information Sciences with satisfactory results.	
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11. Curriculum structure

Article 11.1 Academic development

1. Academic development is part of the study programme. This includes:: (1) Academic skills/critical reasoning L_ETBAALG006 Academic Writing (FEW) 3 (2) Methods & techniques X_401096 Inleiding programmeren (Python) 6 X_401020 Statistical Methods 6 (3) Philosophical training X_400318 History of Science 3	Ordinance CvB, see appendix 3
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Article 11.2 Major

1. The major comprises a package of compulsory and possibly optional units of study.	Ordinance CvB, see appendix 3
2. In addition, units of study are categorized as introductory (100), in-depth (200) and advanced (300) level.	Ordinance CvB, see appendix 3

Article 11.3 Compulsory educational components of the major

A detailed description per educational component can be found in the Study Guide.

Name of educational component	course code	nr of EC	level	Advice OLC; (7.13 a)
Year 1				

Academic Writing (FEW)	L_ETBAALG006	3	100
Computational thinking	X_400475	3	100
History of Science	X_400318	3	200
Human-Computer Interaction	XB_0013	6	100
Informatie Management	X_401085	6	100
Inleiding programmeren (Python)	X_401096	6	100
Introductie IMM	X_401088	3	100
Logic and Sets	X_401090	6	100
Management en org. voor techn. inn.	X_420565	6	100
Pervasive Computing	X_400552	6	100
Project Interactive Multimedia	X_400557	6	200
Taaltoets	X_TAALTOETS	0	100
Web Technology	X_400488	6	100
Year 2			
Business Int and Analytics	E_IBK3_BIA	6	300
Business Modeling and Requirements Eng.	X_401005	6	200
Databases	X_401008	6	200
Human-Computer Interaction	X_400432	6	200
Inf Systems in E-Bus and Online Comm	E_IBA3_ISEOC	6	300
Intelligent Systems	X_401086	6	200
Knowledge and Data	X_400083	6	300
Linear Algebra	X_400649	6	200
Software Project Management	X_401093	6	300
Statistical Methods	X_401020	6	200
Study and career	X_400633	0	200
Year 3			

Bachelor project IMM	XB_40003	12	300
Machine Learning	X_400154	6	300
Philosophy	X_400433	3	200
Project ISO	XB_40004	9	300

Article 11.6 Participation in practical exercise

The study guide specifies the requirements for each degree component, as well as component attendance requirements.	Approval OLC (7.13 d)
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12. Electives

Article 12.1 Elective period

1. The first semester of the third year of the curriculum comprises elective educational components.	Ordinance CvB, see appendix 3
2. For this elective period, the student can take: a. a minor (a coherent package of related courses) b. individual choice of at least five components at the faculty or elsewhere, of which at least two (12 EC) must be at level 300.	Ordinance CvB, see appendix 3
3. Prior consent must be obtained from the Examination Board.	Ordinance CvB, see appendix 3

Article 12.2 Minors

1. The student who meets the admission requirements can take a 'University minor' without prior consent from the Examination Board. The 'University minors' are listed on the VU website.	Ordinance CvB, see appendix 3		
2. The student can take one of the following minors without prior consent from the Examination Board: Minor Web Services and Data	Advice OLC; (7.13a)		
Strat Man of Techn and Innov	E_BK3_SMTI	6	200
Information Retrieval	X_400435	6	300
Data Wrangling	XB_0014	6	300
Data Analytics and Privacy	R_DAP	6	300
Service Science	X_401077	6	300
Minor Flexible			
Advanced Programming	X_400561	6	200
Business Modeling and Requirements Eng.	X_401005	6	200

Concurrency & Multithreading	X_401031	6	400
Data Structures and Algorithms	X_400614	6	200
Data Wrangling	XB_0014	6	300
Equational Programming	X_401011	6	300
Information Retrieval	X_400435	6	300
Principles of Bioinformatics	X_401094	6	300
Service Science	X_401077	6	300
Systems Programming	X_400377	6	300

13. Honours programme

Article 13.1 Faculty Honours components

The components of the Honours programme offered by the faculty are:

Name of educational component	course code	nr of EC	level	Advice OLC; (7.13 a)
Honours Research Project 1	X_HP003	6	200	
Honours Research Project 2	X_HP004	6	300	

14. Binding recommendation on continuation of studies (BSA)

Article 14.1 Binding (negative) recommendation

1. In order to obtain a positive recommendation on continuation of studies, the student must have obtained at least 42 EC by the end of the first year of enrolment.	Advice OLC (7.13 f)
3. Students who receive a binding negative recommendation on continuation of studies cannot enrol for the following Bachelor's programme(s) offered by the Faculty during the subsequent three academic years: Informatie, Multimedia en Management	Advice OLC (7.13 f)

15. Evaluation and transitional provisions

Article 15.1 Evaluation of the education

1. The education provided in this programme is evaluated in accordance with the evaluation plan. The faculty evaluation plan offers the framework.	Approval OLC (7.13 a1)
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Article 15.2 Transitional provisions

By way of departure from the Teaching and Examination Regulations currently in force, the following transitional provisions apply for students who started the programme under a previous set of Teaching and Examination Regulations: N.A.	Advice OLC (7.13 a)
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Advice and approval by the Programme Committee, on (date) February 1st 2018.

Approved by the Faculty Joint Assembly, on (date) June 26th 2018.

Adopted by the board of the Faculty of Science on June 26th 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.

Deel A: facultair deel

2. Study programme structure	
Article 2.1 Structure of academic year and educational components	7.13 paragraph 2 sub e
Article 2.2 Frame study programme	7.13 paragraph 2 sub a, e, x
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. Honours programme	
Article 4.1 Honours programme	7.13 paragraph 2 sub v
5. Academic student counselling, advice regarding continuation of studies and study progress	
Article 5.1 Administration of study progress and academic student counselling	7.13 paragraph 2 sub u
Article 5.2 Advice regarding continuation of studies	7.13 paragraph 2 sub f
Article 5.3 Binding (negative) recommendation on continuation of studies (BSA)	7.13 paragraph 2 sub f
Article 5.4 Personal circumstances	7.13 paragraph 2 sub f
Article 5.5 Adaptations for students with a disability	7.13 paragraph 2 sub m

Section B1: Programme specific – general provisions

7. General programme information and characteristics	
Article 7.1 Study programme information	7.13 paragraph 2 sub i, r
Article 7.2 Teaching formats used and modes of assessment	7.13 paragraph 2 sub l, x
Article 7.3 Academic student counselling	7.13 paragraph 2 sub u
8. Further admission requirements	
Article 8.1 Additional previous education requirements	7.25, paragraph 4
Article 8.2 Colloquium doctum (entrance examination)	7.29, paragraph 2
9. Interim examinations and results	
Article 9.1 Sequence of interim examinations	7.13 paragraph 2 sub h, s, t
Article 9.2 Validity period for results	7.13 paragraph 2 sub k

Section B2: Programme specific – content of programme

10. Programme objectives, specializations and exit qualifications	
Article 10.1 Programme objective	7.13 paragraph 2 sub a
Article 10.2 Majors (specializations)	7.13 paragraph 2 sub a
Article 10.3 Exit qualifications	7.13 paragraph 2 sub b, c
11. Curriculum structure	
Article 11.1 Academic development	7.13 paragraph 2 sub a
Article 11.2 Major	7.13 paragraph 2 sub a
Article 11.3 Compulsory educational components of the major	7.13 paragraph 2 sub a
Article 11.4 Elective educational components of the major	7.13 paragraph 2 sub a
Article 11.5 Practical exercise	7.13 paragraph 2 sub d
Article 11.6 Participation in practical exercise	7.13 paragraph 2 sub d
12. Electives	
Article 12.1 Elective period	7.13 paragraph 2 sub a

Article 12.2 Minors	7.13 paragraph 2 sub a
13. Honours programme	
Article 13.1 Faculty Honours components	7.13 paragraph 2 sub a
14. Binding recommendation on continuation of studies (BSA)	
Article 14.1 Binding (negative) recommendation	7.13 paragraph 2 sub f
15. Evaluation and transitional provisions	
Article 15.1 Evaluation of the education	7.13 paragraph 2 sub a1
Article 15.2 Transitional provisions	7.13 paragraph 2 sub a

Appendix II (translation to English at a later stage)

Overzicht advies- en instemmingsrechten opleidingscommissie en facultaire gezamenlijke vergadering

Onderwerpen Onderwijs – en Examenregeling (OER) 7.13 lid 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 lid, en 7.9, vijfde lid (BSA)				
g. ten aanzien van welke masteropleidingen toepassing is gegeven aan Article 7.4a, achtste lid (verhoogde studielast)				
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 (excellentietraject <u>binnen een opleiding</u>)				
x. de feitelijke vormgeving van het onderwijs				
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.				

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

Afkortingen:

FGV: Facultaire Gezamenlijke Vergadering

OpIC: Opleidingscommissie

I: Instemmingsrecht
A: Adviesrecht

Appendix III

Ordinances VU Executive Board (CvB) and Binding Bachelor's Guidelines (Bachelor Richtlijn)

Deel 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	Fixed nr of EC	Bachelor-richtlijn, revised on 6 June 2017
2.2.1	Setup of the programme	Bachelor-richtlijn, revised on 6 June 2017
2.2.2, 2.2.3	Planning academic year (number of contact hours)	Bachelor-richtlijn, revised on 6 June 2017
2.2.4	Internationalization	CvB ordinance, following the advice of the Internationalization Board, in December 2008 and included in the IP
2.3	Language test Dutch (taaltoets)	Original ordinance in Jan 2009, reaffirmed 15-05-2012, included in the IP
3.1	Intekenen voor onderwijs en tentamens	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) Bachelor-richtlijn, 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	Bachelor-richtlijn, 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.
4.1	Honours programme	Joint CvB ordinance UvA-VU, 28-10-2013
5.2.1	Recommendation on continuation of studies (BSA)	BSA kaderregeling ordinance CvB 18-01-2010, consent USR on OER 2016-2017 Kaderregeling revised on 12-09-2017
5.2.2	Formal warning before February 1st.	BSA kaderregeling ordinance CvB 18-01-2010, consent USR on OER 2016-2017 Kaderregeling revised on 12-09-2017
5.3	Binding (negative) study advice	BSA kaderregeling ordinance CvB 18-01-2010, consent USR on OER 2016-2017 Kaderregeling revised on 12-09-2017
11.1.1	Academische development	Bachelor-richtlijn, revised on 6 June 2017
11.2	Major	Bachelor-richtlijn, revised on 6 June 2017
12.1	Elective period (first semester, 3rd year)	Bachelor-richtlijn, revised on 6 June 2017
12.2.1	Participation in universityminor	CvB ordinance Profileringsruimte 22-11-2010