Faculty of Medicine (Erasmus MC) of the

Erasmus University Rotterdam

&

Faculty of Applied Sciences of

TU Delft

Teaching and Examination Regulations for the

Bachelor's degree programme in Nanobiology

Changes with regard to 2016-2017

Art 6 on bridging programmes	Deleted, not relevant for BSc programmes
Art 10.a	Added: Evaluation of the study programme
Art 12	Compliance to the last-minute rule of the invigilators: not being registered for an examination, students will be admitted to the examination room half an hour after the start of the examination in the order they reported to the invigilator, in so far seats are available.
Art 17	Legal provision and slight adjustment of the article: The result of an examination is valid for an unlimited period, unless the examined knowledge/skills are demonstrably outdated.
Art 20	Added: the results of an examination must be published in Osiris at least one week before the resit.
Art 20,21,22	Added: A student must be able to inspect and discuss results before the resit, if the resit is planned in the mentioned period of 20 working days

Changes with regard to 2015-2016

Art 2	Added: definitions academic year, study duration
Art 5	Added: Planned Numerus Clausus and decentralised selection per
	2017
Art 5.4?	
Art 6	Change of regulation from one year with possible extension into two
	years with a possible motivated extension
Art 9	Degree programme shall be offered in English
Art 10.1	Added: request for an exemption or replacement of a subject
Art 12	Adjustments concerning the procedures of registration
Art 14	Idem
Art 17.2	Added: or the method of assessment changes
Art 20	Determination of results in 15 working days for the examiner + 1
	working day for the student administration

Changes with regard to 2014-2015

Art 11	New article: Honours programme
Art 12	Clarification acknowledgement of receipt examination registration Added paragraph 5: the student who did not register for an
	examination may - under conditions -participate half an hour after the
	start of the examination
Art 14	Withdrawal for an examination: adjustment of the period
Art 20 – paragraph 2	Discussion on marking period: decided is to maintain the current
	limits this year, but to work on reducing the period from 15-5 to 10-1.
	Next year AS programmes will formally introduce the 10-1 period.
Art 26	Change of notification periods binding recommendation on
	continuation of studies
Art 27	Additional paragraph 2: exemptions acquired outside the 1st year of study cannot be part of the 45EC binding recommendation on
	continuation of studies
	Continuation of studies

Section 1 - General

Article 1 - Areas to which the regulations apply

- These regulations apply to the teaching and the examinations related to the Bachelor's degree programme in Nanobiology, hereafter to be referred to as the programme.
- 2. The teaching and organisation of the programme is the responsibility of the Erasmus Medical Centre in Rotterdam and the Faculty of Applied Sciences at Delft University of Technology, hereafter to be referred to as the faculty.
- 3. The programme is governed by Implementation Regulations which constitute part of these Teaching and Examination Regulations.

Article 2 - Definitions of terms used

The terms used in these regulations should be interpreted as meaning the same as in the Higher Education and Scientific Research Act, insofar as they are defined in that Act.

The following terms are to be defined thus:

a. the Act: the Higher Education and Scientific Research Act (in Dutch, the Whw), in the Dutch

Bulletin of Acts, Orders and Decrees, number 593 and as amended since;

b. the programme: the Bachelor's degree programme as denoted in Article 7.3a subsection 1,

paragraph b of the Act;

c. student: anyone enrolled at Delft University of Technology and Erasmus MC as a student or

extraneous student for the purpose of benefiting from education and/or for the purpose of sitting the examinations and undergoing the degree audit which form

part of the programme;

d. cohort: the group of students who have registered for a degree programme for the first

time in a given academic year;

e. first year of study: the first period of the programme with a study load of 60 credits, as denoted in

Article 7.8b subsection 8 of the Act;

f. teaching period: half a semester;

g. subject: a teaching unit within the programme as intended in Article 7.3, subsection 2 and 3

of the Act; a subject can consist of a number of components;

h. practical: a practical exercise, as a subject or as part of a subject, as intended in Article 7.13,

subsection 2, paragraph d of the Act, taking one of the following forms:

· writing a thesis,

• conducting a project or experimental design,

· completing a design or research assignment,

· completing a project,

conducting a literature review,

· completing an internship,

participating in fieldwork or an excursion,

· conducting tests and experiments,

• participating in other educational activities aimed at enabling participants to attain

certain skills.

i. examination: an assessment of the knowledge, insight and skills of a student in relation to a

subject, as well as the marking of that assessment by at least one examiner,

appointed for that purpose by the Board of Examiners;

j. component examination: an assessment of the knowledge, insight and skills of a student in relation to a

component within a subject, as well as the marking of that assessment by at least

one examiner, appointed for that purpose by the Board of Examiners;

k. degree audit: an assessment by which the Board of Examiners, in accordance with Article 7.10 of

the Act, establishes whether all examinations in the various subjects that constitute

the programme have been successfully completed;

I. Board of Examiners: the programme's Board of Examiners, which has been installed in accordance with

Article 7.12a of the Act;

m. examiner: the individual who, in line with Article 7.12c, subsection 3 of the Act, has been

appointed to set the examinations;

n. Implementation the Implementation Regulations which form part of these Teaching and

Regulations: Examination Regulations;

o. credit: a European Credit (EC) awarded in line with the European Credit Transfer System

(ECTS); one credit denotes a study load of 28 hours;

p. working day: Monday to Friday 8.00-17.00 with the exception of recognised national public

holidays TU Delft collective leave days;

q. study guide: a digital guide to the programme containing specific information pertaining to the

various subjects;

r. institute: Delft University of Technology and in case of Nanobiology also the Erasmus Medical

Centre;

s. Brightspace: the electronic system designed for the exchanging of teaching information;

t. Osiris: the electronic system designed for the exchange of study information;

u. disability: all conditions which are (at least for the specified period) chronic or lasting in nature

and which form a structural limitation for the student in receiving education and/or

sitting examinations or taking part in practicals;

v. recommendation on continuation of studies, first year of study: the recommendation intended in Article 7.8b

subsection 1 of the Act, which is made to every student no later than the end of their

first year of enrolment;

w. negative binding recommendation on continuation of studies: the rejection connected to the recommendation

on continuation of studies at the end of the first year of study, as intended in Article 7.8b subsection 3, first sentence; this recommendation cannot be made to a student

earlier than towards the end of the first year of enrolment;

x. academic year: period from 1 September until 31 August of the following calendar year;

y. bridging programme: a bachelor level deficiency programme aimed at admission to the master's degree

programme, without obtaining a bachelor degree;

z. study duration: duration of study starting from the enrolment of the student in the programme until

the last examination;

Article 3 - The programme objectives

The programme aims:

- to educate students to become a Bachelor of Science in Nanobiology, whereby the final attainment levels described in Article 4 must be achieved.
- b. to prepare students for admission to one or more of the Master's degree programmes connected to the programme, namely the following Master's degree programme(s): Nanobiology at TUDelft/Erasmus Medical centre, Infection and immunity and Molecular Medicine and Neuroscience at Erasmus Medical centre.

Article 4 - The programme's final attainment levels

The Bachelor of Science graduate of the programme Nanobiology that has the aim to bridge the fields of mathematics, physics and biology. The student:

- will have relevant, current and fundamental knowledge of mathematics, physics and biology, as well as the methods and techniques of scientific research.
- 2. will be able to identify related concepts in biology and physics and to apply knowledge from one field of science to another.
- 3. will be able to use the acquired knowledge to follow current scientific research in the fields of biology and biophysics intensively, in addition to understanding and interpreting this literature.
- 4. will have demonstrable experimental research skills in the fields of molecular biology and biophysics.
- 5. will have the required communication skills.
- 6. will be aware of the need for lifelong learning and of the utility of creativity to the achievement of scientific progress.

Article 5 - Admission to the programme

Numerus Clausus as of September 2017

In order to be admitted to the programme, the student must satisfy the general relevant criteria set by the U Delft Executive Board in the "Policy on fees and enrolment", laid down as Appendix 1 of the TU Delft Student Charter (main part), and clarified in Chapter 2 "Entrance and admission" of the mentioned Student Charter.

The programme will implement a numerus clausus of 100 students as of September 2017. The only method to allow admission to the programme is decentralised selection. The full procedure to gain access to the programme can be found on the website of the programme http://www.NB.BSc.TUdelft.nl and http://www.NB.BSc.TUdelft.nl and

Article 5.1 - General Admission to the programme

- 1. Access to the degree programme shall be open to those holding a diploma from a Dutch pre-university secondary educational programme (VWO) with one of the following profiles: Nature and Technology, with a supplement in Biology, or Nature and Health, with a supplement in Mathematics B and Physics (see Articles 7.24, 7.25 and 7.28 of the law). The required subjects for admission are Mathematics B, Physics, Biology and Chemistry.
- 2. For students holding a certificate for the successful completion of the propaedeutic phase for a comparable degree programme at another university, admission to the second year shall be determined by the Board of Examiners. If the Board of Examiners deems it necessary, such students may also be required to provide proof of competency in those units of study that were not included in the completed first-year degree audit, or that were not included in equivalent proportion.
- 3. Admission for students with an international diploma is determined by the admission office of the TU Delft

Article 5.2 – Alternative requirements for deficiencies

 Testing may be required of those who do not meet the prior education requirements specified in the law, in order to determine if they are suited to follow the education offered in the degree programme. Possible test

- subjects include Mathematics B, Physics, Biology and Chemistry. The Board of Examiners may also determine that English is necessary.
- 2. Deficiencies in prior education can be compensated by successful completion of an entrance examination, as stipulated in Article 7.25, Section 4 of the law. Those who have not passed the entrance examination shall not be admitted to the degree programme.
- 3. The Board of Examiners may charge an assistant professor with administering one or more tests.

Article 5.3 - Equivalent prior education

Those qualifying for direct admission under the WHW Act, other than those who hold a diploma from a preuniversity secondary educational programme, will be tested in the subjects mathematics, physics, biology, chemistry and possibly English at the level of the pre-university school-leaving examination within the profile that allows direct admission.

Article 5.4 - Language proficiency

- 1. The Dutch proficiency requirement can be satisfied by the successful completion of either the introductory course in Dutch at TU Delft or the state examination for Dutch as a second language (NT2), Programme 2.
- 2. The English proficiency requirement can be satisfied by the successful completion of the pre-university examination, the TOEFL or the IELTS test. Required is a score of at least 90 points on the TOEFL test with a minimum of 21 points for each component (TOEFL internet based). Required is a score of at least 6.5 on the IELTS test, with a minimum of 6.0 for each component. The <u>University of Cambridge 'Certificate of Proficiency in English'</u> and the <u>University of Cambridge 'Certificate in Advanced English'</u> are accepted as proof of sufficient proficiency in English. Certificates for the TOEFL, IELTS or University of Cambridge tests must not be older than two years.
- 3. In exceptional cases, the Board of Examiners may grant exemptions for the examinations stipulated in Sections 1 and 2.

Article 5.5 - Rules of order regarding access to buildings and premises

Without prejudice to the relevant rules, as adopted by the Board of Erasmus MC, the dean has declared that the rules of order of the EUR are applicable to the premises of Erasmus MC and, accordingly, to students of Nanobiology.

Article 6 – Completion of bridging programme prior to the degree programme

Intentionally left blank

Article 7 - University entrance examination

- 1. The TU Delft University Entrance Examination Committee established for the combined programmes is responsible for carrying out the entrance examination intended in Article 7.29 subsections 2 and 3 of the WHW, the 'university entrance examination'. This committee consists of two members: a lecturer from the Applied Mathematics degree programme and a lecturer from the Applied Physics degree programme.
- 2. Those who have turned twenty-one and who wish to be considered for a university entrance examination must have a partial certificate of pre-university education (VWO) in the subjects of mathematics and physics, in conformity with the requirements on this contained in the ministerial "Rules on admissions to higher education", or have a certificate for an additional training course or for one of the tests set by the institution.
- 3. The TU Delft University Entrance Examination Committee will investigate whether the candidate possesses the certificates or partial certificates referred to in subsection 2. If this is the case, the committee will hold an interview with the candidate, in which they will undertake a more detailed investigation and must also establish whether the candidate's ability to express himself in the Dutch language is sufficient to allow him to begin the programme.

Article 8 - Taking the programme on a full-time or part-time basis

This programme is taught only on a full-time basis

Article 9 - Language

- 1. The degree programme is offered in English. The examinations for a component are to be taken in the same language in which the component is taught. The language in which each course is taught shall be listed in the study guide.
- 2. Requests from students to take one or more components of a test or examination in a language other than that specified in the study guide shall be subject to the determinations regarding this situation contained in the rules and guidelines of the Board of Examiners.

Section 2 - Composition of the study programme and the degree audit

Article 10 - Composition of the study programme and the degree audit

- The composition of the study programme and the relevant transitional regulations are laid down in the Implementation Regulations. Details on course content and organisation are published in the study guide. A request for an exemption or for replacement of a subject must be submitted to the Board of Examiners.
- 2. The Bachelor's degree audit forms part of the programme. The programme has a total study load of 180 credits. The study load is allocated as follows: a first year of study with a study load of 60 credits that is concluded with a binding recommendation on the continuation of studies, followed by a second and third year of study with a combined study load of 120 credits. This phase also contains a minor with a study load of 30 credits.
- 3. The minor as part of the study programme has the following variants:
 - a. Thematic minor (details to be provided by the faculty)
 - b. Free minor (details to be provided by the faculty)
 - c. Internship minor (details to be provided by the faculty)
- 4. The Bachelor's degree audit is completed with an integral test or assignment that is described in more detail in the Implementation Regulations. This test shows that the student is in possession of and can apply the knowledge, insight and skills gained in the programme.

Article 10.a - Evaluation of the study programme

The way in which the teaching in the study programme is evaluated is laid down in 'Onderwijskwaliteitszorg Leiden Delft 2012'.

Section 3 – Honours Programme

Article 11 - Honours Programme Bachelor

- 1. Students who meet the criteria referred to in the Implementation Regulations will be invited to register for the Honours Programme Bachelor for outstanding Bachelor's students.
- 2. Based on the criteria referred to in the Implementation Regulations, students will be selected and admitted to the Honours Programme Bachelor by the Honours coordinator and Honours director established by the director of studies.
- 3. The Honours Programme Bachelor will comprise at least 20 credits:
 - a. At least 5 credits must be completed in the TU Delft-wide component of the Honours Programme Bachelor, which consists of the following parts:
 - a generic programme
 - social involvement
 - entrepreneurship
 - development of specific skills.
 - b. A minimum of 15 credits must be completed in the faculty component of the Honours Programme Bachelor, the composition of which (including its content and options) is described in the Implementation Regulations.
- 4. Any student selected for participation in the Honours Programme Bachelor must submit his or her options for the faculty component to the Honours coordinator.
- 5. The Board of Examiners will be responsible for assessing whether all the requirements of the Honours Programme Bachelor have been met.
- 6. Any student who has successfully completed the Honours Programme Bachelor will be awarded a certificate signed by the chair of the Board of Examiners and the Rector Magnificus

Section 4 – Registering and withdrawing

Article 12 - Registering for written examinations

- 1. Registration to take part in a written examination is mandatory and is done by entering the required data into Osiris no later than 14 calendar days (that is, not working days) before the examination. The student will receive an examination ticket by email as confirmation.
- 2. Students may submit a request to register for an examination after the deadline mentioned in subsection 1 has passed but no later than 3 calendar days before the examination in question, in Osiris. The request will be honoured provided that places are available in the room or rooms where the examination is scheduled to take place. The student will receive an examination ticket by email as confirmation.
- 3. In the case of circumstances beyond a student's control, whereby the student is unable to register for the examination, the Board of Examiners may permit the student to participate in the examination.
- 4. The following applies with regard to entering the examination room:
 - a. only students with valid proof of identity will be admitted to the examination. The following will be accepted as proof of identity: TU Delft campus card, passport, identity card or driving licence.
 - b. students will only be admitted to the examination with a valid examination ticket and/or if they are on the list of participants.
 - c. after 30 minutes after the start of the examination session, no one will be admitted to the examination.
- 5. A student who has not registered for the examination and is therefore not included on the list of participants, may report to the invigilator on the day of the examination from 15 minutes before the start of the examination. In so far seats are available, students will be admitted to the examination room half an hour

after the start of the examination in the order they reported to the invigilator. The lack of half an hour examination time cannot be compensated. A students who has thus gained access to the examination will be added to the list of participants. The student takes the examination to the reservation that it will be investigated whether he/she is entitled to participate in the examination.

- 6. In case the investigation leads to the conclusion that the student was not entitled to participate in the examination, the examination work is invalid, will not be assessed and cannot lead to a result
- 7. The student can submit a substantiated request to the Board of Examiners to have examination work that is considered invalid to be declared valid and to have it evaluated.
- 8. The Board of Examiners may decide to declare invalid examination work to be valid and to have it evaluated.

Article 13 - Registering for practicals or mandatory components

- 1. Registration for practicals will take place in the manner and by the deadline indicated in the study guide or on Brightspace for the practical in question.
- 2. In special cases the Board of Examiners may deviate from the period of registration referred to in subsection 1, however only in favour of the student.
- 3. Students not registered for a practical on time may not participate in that practical. In exceptional circumstances the Board of Examiners may allow the student to participate in the practical.
- 4. If a student participates in a practical for which the student was not properly registered, the Board of Examiners may declare the results of the practical to be invalid.
- 5. Registered students shall be guaranteed placement in the mandatory components of their degree programmes, including the minor offered by the programme. Placement for electives shall take place according to the conditions specified in the Rules and Guidelines.
- 6. When a study component is mandatory this will be published in the study guide or on blackboard at the start of the component

Article 14 - Withdrawal or absence

- 1. It will be possible to withdraw from an examination via Osiris up to 3 calendar days before the examination takes place.
- 2. A student willing to participate in a subsequent occasion must re-register, in accordance with the provisions of Art. 12.

Section 5 - Examinations

Article 15 – Number and times of examinations

- 1. The opportunity to sit the course examinations is offered twice per academic year
- 2. Number and times of examinations are laid down in the Implementation Regulations. A timetable of all the opportunities for sitting examinations is drawn up on an annual basis and distributed before the start of the relevant semester.
- 3. If there is no indication as to the number of times a particular examination can be taken in any one academic year because it relates to a subject not taught by the programme itself, the relevant stipulations in the Teaching and Examination Regulations of the other programme will apply. The Board of Examiners reserves the right to make decisions that deviate from the norm regarding this matter.
- 4. Notwithstanding the provisions of subsection 1, there will be at least one chance in a year to sit examinations relating to subjects not taught in a given academic year.

- 5. In exceptional cases, the Board of Examiners may permit a deviation from the standard number of times that certain examinations can be taken (respecting article 30 subsection 2).
- Also for practicals, a retake can be made available in the same academic year when this in all fairness may be expected from the programme. The board of examiners can decide on this matter according subsection 5 of this article.

Article 16 - Sequence of examinations

The sequence in which students are required to sit examinations and participate in practicals is laid down in the Implementation Regulations.

Article 17 - Validity of examinations

- 1. The result of an examination is valid for an unlimited period.
- 2. The Board of Examiners may only limit the validity of a successful examination result if the examined knowledge is demonstrably outdated, or if the examined skills are demonstrable outdated.
- 3. In an individual case the Board of Examiners may deviate from that laid down in subsection 2 and decide that the validity of the examination result may be extended.
- 4. The terms of paragraph 1,2 and 3 likewise apply to component examinations provided that the results are administered in Osiris, unless the validity of the component examination is linked to a period of time mentioned in the study guide or the method of assessment changes.

Article 18 - The form of examination and method of assessment

- 1. Examinations are set as described in the study guide.
- 2. The Board of Examiners may deviate from the provisions of subsections 1, in favour of the student.

Article 19 - Oral examinations

- 1. Only one student at a time will sit an oral examination, unless the examiner in question specifies otherwise.
- 2. Oral examinations will be held in public¹, unless determined otherwise by the Board of Examiners in a special case or unless the student has formally objected to the public nature of the examination.
- 1. Prior to an oral examination, the examiner must ask the student to provide proof of identity.

Article 20 - Determining and announcing the results

- 1. The examiner is required to supply the student with a written statement of the result of an oral examination.
- 2. The examiner is required to determine the result of an examination as soon as possible after the examination but within 15 working days at most. The examiner ensures that the results are registered and communicated in Osiris within this time taking due account of the student's right to privacy.

Notwithstanding the foregoing the results of an examination must be published in Osiris at least one week before the resit.

Notwithstanding the foregoing, the results of examinations that are sat in the resit period in August, must

¹ *In public* means that both the student and the examiner agree to invite an observer with the aim to guarantee the objectivity of the examination.

be registered and communicated in Osiris by the last working day of the week following the examination week at the latest.

If the examiner is not able to meet these requirements due to exceptional circumstances, he or she must inform the Board of Examiners, stating the reasons for the delay, and as soon as possible informs the students.

- 3. In cases where the period referred to in paragraph 2 is not feasible, the Board of Examiners will determine beforehand precisely how and within what period of time the student will be notified of the results.
- 4. When receiving the result of an examination, the student will (via Osiris > results) be made aware of his or her right to inspect the results as referred to in Article 21, as well as the opportunity to lodge an appeal with the Examination Appeals Board.

Article 21 - The right to inspect the results

- 1. For a period of at least 20 working days after publication of the results of any written examination, the student has the right to inspect his or her marked work, on request. If a student intends to lodge an appeal regarding the marking of his or her work, he or she will be supplied with a copy of the marked work.
- 2. During the period referred to in subsection 1, all students who sat the examination may acquaint themselves with the questions and assignments set in the examination, as well as with the criteria used for marking.

Notwithstanding the before mentioned in par 1 the student has the right to inspect the results before the resit.

3. The Board of Examiners may determine that the right to inspection or perusal referred to in subsections 1 and 2 will take place at a location specified beforehand and at a time specified beforehand. If the student can prove that he/she is or was unable to be present at the location at the set time due to circumstances beyond his or her control, then another opportunity will be provided, if possible within the period stated in subsection 1. The location and times mentioned in the first sentence will be announced well in advance.

Article 22 - Discussing the examination results

- As soon as possible after the results of an oral examination have been published in Osiris, an opportunity
 can be arranged for the examiner to discuss the results with the student, either at the student's request or
 at the instigation of the examiner. At this meeting, the reasons behind the marks awarded will be explained.
- 2. For a period of 20 working days after the results have been announced, students who have taken a written examination may submit a request to discuss the results with the relevant examiner. The discussion will take place within a reasonable time span and at a place and time determined by the examiner.

Notwithstanding the before mentioned the student has the right to inspect the results before the resit

- 3. In cases where a collective discussion is organised by or on the instructions of the examiner, a student may only submit a request, as described in the preceding subsection, if he/she was present at the collective discussion and if he/she provides a good reason for the request or if, due to circumstances beyond his/her control, he/she was unable to attend the collective discussion.
- 4. The provisions of subsection 3 are similarly applicable if either the Board of Examiners or the examiner first gives the student the opportunity to compare his/her answers with model answers.
- 5. The Board of Examiners may permit deviations from the provisions of subsections 2 and 3.

Section 6 - Studying under special conditions

Article 23 - Adaptations to help students with a disability

- Students who have a physical or sensory disability are entitled to adaptations in teaching, examinations and
 practicals, on written request. These changes will be geared as much as possible to a student's individual
 needs, but they must not affect the quality or the degree of difficulty of a subject or an examination
 programme. The facilities provided to this end may involve adapting the form or duration of examinations
 and/or practicals to the student's individual situation or making practical aids available. Examples of
 adaptations can be found in the appendix.
- 2. The request referred to in subsection 1 should be accompanied by a recent medical certificate from a doctor or a psychologist. If there is evidence of dyslexia, the request should be accompanied by a document issued by a recognised dyslexia-testing bureau (i.e. registered with BIG, NIP, or NVO). If possible, this certificate should also estimate the extent to which the disability forms an obstacle to study progress.
- Requests for the adaptation of teaching facilities will be decided upon by the dean or by the director of studies acting on the dean's behalf. The Board of Examiners will decide on requests for adaptations to examinations.
- 4. High-level sports: Students participating in high-level sports shall be offered the opportunity to adapt the instruction as much as possible to the demands of their athletic activities. The degree programme shall use the guidelines of the Executive Board in order to determine which students belong to this category.
- 5. Foreign residency and internship: The Board of Examiners shall apply a special arrangement for students who are likely to experience a demonstrable delay in the progress of their studies due to periods of study abroad or internships that have been approved by the degree programme.

Section 7 - Exemptions

Article 24 – Exemption from examinations or practicals

After having been advised by the relevant examiner, the Board of Examiners may decide to exempt students from an examination or practical on the grounds of:

- a. an examination, degree audit or practical completed within the Dutch higher education system or elsewhere which, as regards content and study load, corresponds with the examination or practical for which exemption is sought, or
- b. knowledge and/or skills acquired outside the higher education system.

Section 8 - Degree audit

Article 25.1 – The times and frequency of the degree audit

In principle, 10 times a year there is an opportunity to take the Bachelor's degree audit. The dates set by the Board of Examiners are published before the start of the academic year.

Article 25.2 - Degree

- 1. Students who have successfully completed the Bachelor's degree audit for a given programme shall be granted the Bachelor's degree.
- 2. Those who have passed the Bachelor's degree audit shall be entitled to use the title 'Bachelor of Science'.
- 3. The degree certificate shall note the degree awarded, along with the description of the programme, as defined in Article 1.1.
- 4. The degree certificate shall be accompanied by a supplement that meets the guidelines adopted jointly by the institutions.

Section 9 – Study supervision and recommendations on continuation of study

Article 26 - Recommendation regarding continuation of studies, first year of study

- 1. No later than at the end of their first year of enrolment on the programme, every student will receive a recommendation from the dean on the continuation of their studies within or beyond the programme.
- 2. The dean is responsible for supervising the studies of students who are enrolled on the programme, as well as for their orientation regarding potential academic tracks within or beyond the programme. He or she is also responsible for providing students with good support and supervision when making choices regarding their studies. To each student who is enrolled on the first academic year of the programme for the first time, he or she will make:
 - a preliminary recommendation (also a warning) in March,
 - a proposed final binding recommendation on continuation of studies at the beginning of August,
 - a final binding recommendation on continuation of studies no later than 31 August.

Article 27 - Negative binding recommendation on continuation of studies

- 1. A student who has obtained fewer than 45 credits at the end of the first academic year (31 August being the final result date) will receive a negative recommendation on the continuation of studies. This student's enrolment will be cancelled as of the first day of the month following the date of the decision containing this recommendation, but no earlier than as of 1 September of the year subsequent to the first academic year.
- 2. A student who has been granted in the first year more than 15 credits worth of exemptions which do not count towards the 45 credits according to subsection 6, must obtain not 45 credits by the end of the first academic year, but must have completed the entire first year of the programme.
- 3. For programmes that are offered jointly with another institution, the required standard will be set in consultation with the institution concerned. The standard for the Nanobiology programme is the TUDelft standard as described in subsection 1.
- 4. The cancellation of the enrolment as referred to in subsection 1 leads to exclusion from the programme during the four academic years subsequent to the academic year in which the recommendation is made.
- 5. The 45 credits are from the first-year programme of the degree programme on which the student is enrolled.
- 6. In the case that a student has been granted exemptions, these may also count towards the required standard of 45 credits if the activity for which the exemption was granted took place in the same academic year as the year for which the binding recommendation on continuation of studies was made. The exemptions may not be counted if the activity for which the exemption was granted took place prior to the academic year for which the binding recommendation on continuation of studies was made.
- 7. If the dean determines that a student was unable to achieve the required standard of 45 credits as a result of personal circumstances, he or she will give the student permission to obtain, in the following year, the required standard of 45 credits from the first-year programme of the degree programme on which the student is enrolled, whereby the credits already obtained in the first academic year may not be taken into account, or to complete the whole first academic year.
- 8. If the dean determines that the effect of registration after 1 October was such that the required standard of 45 credits was not achievable, he or she will grant the student permission to obtain, in the following academic year, the required standard of 45 credits from the first-year programme of the degree programme on which the student is enrolled, whereby the credits already achieved in the first academic year may not be taken into account, or to complete the whole first academic year. A student who has obtained fewer than 45 credits at the end of the first academic year (the last result date being 31 August) will receive a negative binding recommendation on the continuation of studies. The student's enrolment will be cancelled as of the first day of the month following the date of the decision containing this advice, but no earlier than as of 1 September of the year subsequent to the first academic year.

Article 28 – Study progress checks

- 1. The student administration is responsible for ensuring that each student is able to see and check his/her own results via the student information system Osiris.
- The student administration shall provide all students with electronic access to the study results that they have achieved.
- 3. Upon request, the student shall receive an authorised written overview of the study results obtained.
- 4. The degree programme shall be responsible for providing introduction and study support and guidance to students registered for the degree programme, partly for the purpose of orienting them towards potential study options within and outside of the degree programme.
- 5. The degree programme shall offer students at least two opportunities each year to discuss their academic progress with a mentor or with the academic counsellor.
- 6. If a student experiences a significant delay in studies relative to the nominal academic progress, as determined by the degree programme, the degree programme shall notify the student of the possibility of receiving support in preparing a study schedule

Section 10 - Contravention, changes and implementation

Article 29 - Contravening the regulations

If the study guide and/or any other regulations relating to the study programme and/or the examination programme prove to contravene these Teaching and Examination Regulations and the accompanying Implementation Regulations, precedence will be given to the provisions of these Teaching and Examination Regulations in combination with the Implementation Regulations.

Article 30 - Changes to the regulations

- Amendments to these regulations shall be adopted in a separate decree by the faculty boards of the Faculty
 of Applied Sciences and the general session (GV) of Erasmus MC, upon the advice of the Board of Studies of
 the degree programme and following legally specified consultation with the relevant representative bodies.
- 2. No changes made to these regulations will affect the current academic year unless it is reasonable to suppose that the interests of students will not be adversely affected.
- 3. None of the changes of these regulations may influence any decisions, made by the Dean or the Board of Examiners on the basis of these regulations, to the detriment of a student.

Article 31 - Transitional regulations

- 1. If the composition of the study programme undergoes intrinsic changes or if these regulations are amended, the dean will draw up transitional regulations that will be incorporated into the Implementation Regulations.
- 2. Such transitional regulations are required to include:
 - a. a provision concerning the exemptions that can be given on the basis of the examinations already passed;
 - b. a provision specifying the period of validity of the transitional regulations.
- 3. If a subject is removed from the study programme, four opportunities to sit an examination in this subject will be granted after the last classes have been taught: an examination following on from the classes, a resit in the same academic year, and two resits in the subsequent academic year. The results of component examinations become invalid if the subject is not completed after the last resit.

Article 32 - Publication of the regulations

- 1. The dean is responsible for finding a suitable way of publicising these regulations and the relevant Implementation Regulations, as well as any changes to the regulations.
- The Teaching and Examination Regulations, together with the accompanying Implementation Regulations, will always be published on the programme's website.

Article 33 - Entry into force

These regulations will come into effect on 1 September 2017

Adopted 27-06-2017

Dean of the Faculty of Applied Sciences, TU Delft

Dean of Erasmus MC Rotterdam

Prof.dr.ir. L.J. van Vliet

Prof.dr. J. Verweij

Appendix Article 23

Adjustments to the assessment procedure, including examinations and other forms of assessment, may concern the following matters, among others:

- the course material (making available course material that is more easily accessible, for example);
- the form of assessment (e.g. replacing a written examination by an oral one, or vice versa, testing knowledge of the studied material by way of interim examinations, or granting an exemption from attendance);
- time-related matters (such as granting more time during examinations, spreading out examinations over the examination period, granting exemptions from admission requirements, or extending the period within which a component must be completed);
- the resources that candidates are allowed to use during examinations (such as an English-Dutch dictionary for candidates with dvslexia):
- the location (taking examinations in a separate distraction-free room).

Adjustments to the educational facilities may concern the following matters, among others:

- making modified furniture available in the classrooms and examination rooms;
- making special equipment available (such as magnifying or Braille equipment for blind or partially sighted students, or audio induction loops and solo equipment for students who are deaf or hard of hearing);
- making more easily accessible course material available;
- making special computer facilities available (such as voice recognition or speech synthesis software);
- making a separate distraction-free room available for a student to take an examination;
- making a quiet room available.