

**TEACHING AND EXAMINATION REGULATIONS
(OER)**

**(from Article 7.13 of the Higher Education and
Research Act)**

MASTER'S DEGREE PROGRAMME

- **Applied Physics**
- **Chemical Engineering**
- **Life Science and Technology**
- **Nanobiology**
- **Science Education and Science
Communication**

2018-2019

DELFT UNIVERSITY OF TECHNOLOGY

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Paragraph 1 - General

Article 1 – Applicability of the regulations

1. These regulations apply to the teaching and examinations of the Master's programmes in Applied Physics, Chemical Engineering, Life Science and Technology, Nanobiology and Science Education and Science Communication, hereinafter referred to as 'the programme'. The Regulations also apply to the bridging programmes of the named master programmes and the educational module.
2. The programme is provided under the responsibility of the faculty of Applied Sciences of Delft University of Technology, and for Nanobiology, also the Erasmus Medical Centre, hereinafter referred to as the faculty.

Article 2 - Concepts

1. The following concepts apply in this Regulation:
 - a. first academic year: not applicable;
 - b. degree audit: an assessment, in which, in accordance with Article 7.10 of the Act, the Board of Examiners determines whether all examinations in the subjects of the degree programme have been successfully completed;
 - c. negative binding recommendation on continuation of studies: not applicable
 - d. programme: the Master's degree programme, as stipulated in Article 7.3a, Section 1, Subsection a in the Act;
 - e. Osiris: the education information system;
 - f. practical exercise: subject or component of a subject aimed at the acquisition of particular skills. The following can be understood as practical exercises:
 - writing a thesis,
 - conducting a project or experimental design,
 - carrying out a project or a design/research assignment,
 - completing an internship,
 - participating in field work or an excursion,
 - conducting tests and experiments, or
 - participating in other educational activities that are considered essential and that are aimed at acquiring particular skills;
 - g. bridging programme: a deficiency programme aimed at moving up to a Master's degree programme, as stipulated in Article 7.30e or Article 7.57i of the Act;
 - h. student: a person enrolled at Delft University of Technology in order to receive education and take the examinations and the degree audit in the degree programme;
 - i. credit: credit in accordance with the European Credit Transfer System (ECTS); one credit equals a study load of 28 hours;
 - j. study guide: the digital guide for the degree programme containing specific information on the subjects included in the degree programme (www.studiegids.tudelft.nl);
 - k. examination: investigation of the student's knowledge, insight and skills with regard to a subject, along with the assessment of that investigation;
 - l. track: major, as stipulated in Article 7.13, Section 2, Subsection b of the Act;
 - m. subject: a unit of study within the programme, as stipulated in Article 7.3, Sections 2 and 3 of the Act with which an examination is associated;
 - n. working day: Monday through Friday, with the exception of recognised holidays and the collective closure days;
 - o. Act: the Higher Education and Scientific Research Act (abbreviated to WHW), Bulletin of Acts and Decrees 593 and any amendments since its introduction;
 - p. teaching period: half a semester;
 - q. 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.
2. The other concepts in these regulations are used in the sense in which they appear in the Act.
3. In these regulations, the term 'examination' also refers to 'interim examination', with the exception of

Articles 19, 22 and 25.

Paragraph 2 - Admission and prior education

Article 3- Admission to the Master's degree programme

In order to be admitted to the programme, the student must satisfy the relevant criteria set by the Executive Board. The regulations on admission to the particular programmes and bridging programmes are listed in the separate "appendix programme specifics of the master's degree programme Applied Physics, Chemical Engineering, Life Science and Technology, Nanobiology or Science Education and Science Communication."

Article 4 - University entrance examination

Not applicable

Article 4A – Completion of bridging programme prior to the degree programme

1. A student who is enrolled in a bridging programme must complete the bridging programme within two academic years. A student enrolled in the bridging programme S-SEC Science Education, must complete the bridging programme in the period of study that has been agreed with the student.
2. In case a student fails to complete the bridging programme within the period specified in subsection 1 of this article, his/her enrolment is terminated. The student may request the dean to permit a twelve-month extension of enrolment based on a well-founded argumentation.
3. The Executive Board will set the fee to be charged, as denoted in Article 7.57i of the Act, for the enrolment as student in a bridging programme and for the extension thereof, as denoted in subsection 2 of this article.

Paragraph 3 - Content and composition of the programme

Article 5 - Goal of the programme

1. The programme is intended to educate students to earn a Master of Science degree.
2. Graduates must meet the specific final attainment levels for each degree programme, as listed below:
 - have sufficient theoretical and/or practical skills in more than one specialised area of the discipline to be able to carry out research under general supervision;
 - be able to make connections between and integrate different areas of the discipline;
 - be able to independently analyse research problems, analyse relevant academic literature, formulate testable hypotheses, set up and carry out research and/or draw up and implement a technical design, and to critically reflect on their own research and that of others;
 - have sufficient understanding of the role of science in society to be able to reflect on this and develop an ethical attitude and practice their profession accordingly;
 - have the skills to clearly present their own research results both orally and in writing, to communicate with colleagues and to present their research results at conferences or as (part of) a scientific publication.

The final attainment levels of the particular programmes can be found in the separate "appendix programme specifics of the master's degree programme Applied Physics, Chemical Engineering, Life Science and Technology, Nanobiology or Science Education and Science Communication."

Article 6 - Track

The tracks of the Master's degree programme are stated in the separate "appendix programme specifics of the master's degree programme Applied Physics, Chemical Engineering, Life Science and Technology, Nanobiology or Science Education and Science Communication."

Article 7 - Composition of the programme and degree audits

1. The programme includes the Master's degree audit, with a study load of 120 credits.
2. Students following two simultaneous Master's degree programmes at TU Delft must earn at least 60 additional unique credits in addition to a complete Master's degree programme of 120 credits.
3. Subjects that were part of the Bachelor's degree programme that qualified a student for admission to the Master's degree programme may not be included in the Master's degree programme. If a compulsory component has already been completed in the aforementioned Bachelor's degree programme, the Board of Examiners will designate an alternative subject. If an elective module of the degree programme has already been completed in the aforementioned Bachelor's degree programme, the student will select an alternative elective module.
4. The Master's degree audit is concluded with an assignment. This test or assignment demonstrates that the student possesses and is able to apply the knowledge, insight and skills acquired in the degree programme.
5. The degree programme is described in the appendix, along with the subjects, including the study load, number of contact hours and form of examination of each subject, as well as the programming of the examination and the language.
6. The actual design of the education is elaborated in greater detail in the study guide.
7. Notwithstanding the provisions of section 3, the Board of Examiners of the Master degree programme Science Education and Science Communication may grant an exemption to students who are enrolled in this master degree programme and who completed the minor *Educatie* within the Bachelor degree programme.

Article 8 - Form of the programme

The programme is offered exclusively as full-time.

Article 9 - Language

1. The teaching is in English, and the examinations are administered in English.
2. Notwithstanding the provisions of section 1, the dean can give permission for classes to be taught and assessed in Dutch if the particular nature of the subject, the organisation, the quality of the education or the origin of the students gives cause for this.
3. Should a student request permission to complete one or more parts of the examination or the degree audit in a language other than English, this will be subject to the stipulations of the Board of Examiners in this regard, as laid down in the Rules and Guidelines of the Board of Examiners.

Article 10 – Honours Programme

1. Students scoring a Grade Point Average (GPA) of 75% or better for the subjects of the first MSc semester will be invited to register for the TU Delft Honours programme for outstanding Master's students.
2. Based on a GPA of 75% or better for the subjects of the first MSc semester and the students' proposed programme and motivation, students can be admitted to the Honours programme by the Director of Studies

or the faculty Honours coordinator.

3. The Honours programme will comprise of at least 20 credits:
 - a. 5 credits must be completed in the TU Delft-wide component of the Honours programme, which consists of the following parts:
 - the subject "Critical Reflection on Technology"
 - playing an active role within the Honours programme community
 - b. The remaining credits may be completed in the faculty or individual component of the Honours programme, the composition of which (including its content and options) is described in the separate "appendix programme specifics of the master's degree programme Applied Physics, Chemical Engineering, Life Science and Technology, Nanobiology or Science Education and Science Communication."
4. Any student willing to participate in the Honours programme must submit for approval his or her options and motivation for the faculty component to the faculty Honours coordinator, or for the individual component to the Director of Studies.
5. The Board of Examiners is responsible for assessing whether all the requirements of the Honours programme have been met.
6. A student who has successfully completed the Honours programme, as laid down in art. 32A of the Rules and Guidelines of the Board of Examiners, will be awarded a certificate signed by the chair of the Board of Examiners and the Rector Magnificus.

Article 11 – (Compulsory) participation in the programme

1. All students are expected to participate actively in the subjects for which they are registered.
2. If necessary, there will be an obligation to participate in practical exercises, with a view to admission to the related examination, without prejudice to the authority of the Board of Examiners to grant an exemption from this obligation, with or without imposing a substitute requirement.
3. Any supplementary obligations are described by component in the course description.

Article 12 - Programme evaluation

1. The Director of Studies is responsible for the evaluation of the education.
2. The manner in which the education in the programme is evaluated is documented in 'Onderwijskwaliteitszorg Leiden Delft 2012' which is submitted to the Faculty Student Council and the Board of Studies.
3. The Director of Studies informs the Board of Studies concerning the outcomes of the evaluation, the intended adjustments based on these outcomes and the effects of the actual adjustments.

Paragraph 4 – Registration for and withdrawal from examinations

Article 13 - Registration for written examinations

1. Registration to participate in a written examination¹ is compulsory and is done by entering the requested data into Osiris no later than 14 calendar days before the examination. Students receive examination tickets by email as confirmation of their registration.
2. Students who have not registered within the term specified in Section 1 may request registration for that examination after this term until no later than three calendar days before the examination by entering the

¹ This applies to digital examinations as well.

requested data into Osiris. The request will be honoured providing that places are available in the room or rooms where the examination is scheduled to take place. Students receive examination tickets by email as confirmation of their registration.

3. In the event of circumstances beyond a student's control resulting in the student being unable to register for an examination, the Board of Examiners may nevertheless permit the student to participate in the examination.
4. Students who have not registered for the examination and are therefore not included on the list of examinees can report on the day of the examination to the invigilator beginning 15 minutes before the start of the examination until the actual start. They will be admitted to the examination room, in the order that they reported to the invigilator, 30 minutes after the start of the examination, if sufficient places are available. The loss of 30 minutes of examination time cannot be compensated. Students who have been granted late access to the examination will be added to the list of examinees. The student participates in the examination subject to the validation of entitlement to participate in the examination.
5. In the situation described in the previous section, if it is found that a student was not entitled to participate in the examination, the examination work will be deemed invalid, it will not be marked and it will not count towards a result. The student may subsequently submit an appeal to the Board of Examiners, accompanied by reasons, requesting that the examination work that has been deemed invalid be declared valid and to have it assessed. The Board of Examiners will approve the request only in case of extenuating circumstances.

Article 14 - Registration for other examinations

1. Registration for participation in an examination other than a written examination is compulsory, and it is done in the manner and within the term that is stated in the study guide for the relevant examination. Registration for an oral exam is done by making an appointment with the relevant lecturer, unless indicated differently in the study guide.
2. In special cases, the Board of Examiners make exceptions to the registration term stated in Section 1, but only in favour of the student.
3. Students who have not registered on time will not be allowed to participate in the examination. The Board of Examiners can nevertheless admit a student to the examination, but only in case of special circumstances.
4. In the event of unauthorised participation in an examination, the Board of Examiners may declare the result invalid.

Article 15 - Withdrawal from examinations

1. Students can withdraw from an examination through Osiris up to three calendar days before the examination.
2. Any student who has withdrawn from an examination should re-register on a subsequent occasion, in accordance with the provisions of Articles 13 and 14.

Paragraph 5 – Examinations

Article 16 - Form of the examinations and the manner of testing in general

1. Examinations (oral, written or otherwise) are taken in the manner described in the Study guide..

2. The Study guide contains a description of the moments at which and the numbers of times that examinations can be taken, along with their frequency, without prejudice to the provisions of these regulations concerning written and oral examinations.
3. A student may participate in an examination for a subject no more than twice in one academic year, notwithstanding an exemption based on article 17 section 1.
4. In special cases, the Board of Examiners will deviate from the provisions of this Article in favour of the student.

Article 17 – Times and number of written examinations

1. Two opportunities to take written examinations will be offered each academic year:
 - The first opportunity is in or immediately after the teaching period in which the subject is taught.
 - The second opportunity is before the start of the new academic year.

Prior to a third (or subsequent) examination, in a subsequent or in the same academic year, the instructor is allowed to oblige the student to consult the instructor in order to obtain educational advice and help for thorough preparation.

The foregoing also applies to practicals, provided that this in all fairness may be expected from the programme. The Board of Examiners may, in accordance with paragraph 5, decide on this.

2. An annual timetable is issued detailing when written examinations may be taken, and it is published before the start of the relevant teaching period.
3. Contrary to the provisions in Section 1, the opportunity to take the written examination for a subject that is not taught in a certain academic year must be given at least once in that year.
4. 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.

Article 18 - Oral examinations

1. For oral examinations, no more than one student shall be tested at a time, unless determined otherwise by the examiner.
2. Oral examinations shall be public², except in special cases in which the Board of Examiners has decided otherwise, or if the student has filed an objection to the publicity of the examination.
3. The oral examination is administered by at least two examiners.
4. Prior to an oral examination, the examiner must ask the student to provide proof of identity.

Article 19 - Determination and announcement of results

1. The examiner determines the result of a written examination as quickly as possible but by no later than 15 working days after the examination. The results of written interim examinations shall be announced no later than five working days before the next written interim examination.
2. The examiner determines the result of an oral examination immediately or five days after it is administered. The student will receive a written statement of this result.
3. The examiner records the results of the assessment of a practical exercise as quickly as possible, but no later than 15 working days after the completion of the practical exercise at the designated time. For oral

² *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.

presentations, article 19 section 2 applies.

In Osiris, the result will be dated on the date of completion of the practical exercise. With regard to a series of practical exercises in which the knowledge acquired in a previous practical exercise is important to the subsequent practical exercise, the result of the previous practical exercise shall be announced before the subsequent practical exercise. If this is not possible, the examiner shall schedule a timely discussion of the previous practical exercise.

4. The examiner is responsible for the registration and publication of the results in Osiris, with observance of the student's privacy. When the result of an examination is announced, the student is informed about the right of perusal as stipulated in Article 20 as well as about the possibility of appealing to the Examinations Appeals Board.
5. *Not applicable.*
6. If special circumstances prevent the examiner from registering the results on time, the examiner will report this to the Board of Examiners, accompanied by reasons, and notify the students and student administration as quickly as possible.

Article 20 - Right to inspect results

1. Upon request, students will have the right to inspect their assessed work during a period of at least 20 working days after the announcement of the results of a written examination or the assessment of a practical exercise. Students intending to appeal against the assessment of their work will be issued with a copy of the assessed work.
2. During the period mentioned in Section 1, all students who have participated in the examination can become acquainted with the questions and assignments of the relevant examination, as well as with the standards that form the basis of the assessment.

Notwithstanding the before mentioned in Section 1 the opportunity to inspect the results is offered before the resit.

3. The examiner can determine that the inspection or cognizance intended in Sections 1 and 2 will take place at a pre-established place and at a pre-established time.
4. Students proving that they were unable to appear at such an established place and time because of circumstances outside of their control will be offered another possibility, if possible within the period mentioned in Section 1. The place and times mentioned in the first sentence will be made known in good time.

Article 21 - Discussion of the results of examinations

1. Students who have taken a written examination or who have received the assessment of a practical exercise can ask the relevant examiner for a discussion of the results during a period of 20 working days after the announcement of the results. The discussion will take place within a reasonable period, at a place and time to be determined by the examiner.

Notwithstanding the before, the opportunity to inspect the results is offered before the resit.

2. At the request of the student or at the initiative of the examiner, a discussion justifying the assessment will take place between the examiner and the student as soon as possible after the announcement of the result of an oral examination.
3. If a collective discussion is organised by the examiner, students may submit requests as referred to in the last section only if they have been present at the collective discussion and have motivated their requests, or if they were unable to be present at the collective discussion because of circumstances outside their control.
4. The Board of Examiners may allow deviation from the provisions in Sections 2 and 3.

5. The provisions of Section 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.

Article 22 - Period of validity for examinations

1. The period of validity of the results of an examination is indefinite. The dean can restrict the period of validity of a successfully completed examination only if the knowledge or insight that was examined has become outdated or if the skills that were examined have become outdated.
2. In cases involving a limited period of validity based on the first section, the period of validity shall be extended at least by the duration of the acknowledged delay in studies, based on the TU Delft Profiling Fund Scheme.
3. In individual cases involving special circumstances, the Board of Examiners can extend periods of validity that have been limited based on the first section or further extend periods of validity that have been extended based on the second section.
4. The terms of art. 22 section 1, 2 and 3 likewise apply to component examinations, provided that credits are administered to the component examination. If credits are not administered for a component examinations, the period of validity of the component examination shall be restricted to the academic year in which the result for the interim examination was obtained, unless the validity of the interim examination is linked to a period of time mentioned in the study guide

Article 23 - Exemption from an examination or obligation to participate in a practical exercise

1. After having obtained recommendations from the relevant examiner, the Board of Examiners may grant exemptions to students:
 - a. who have successfully completed an examination or degree audit in a system of higher education within or outside the Netherlands that corresponds to the examination for which the exemption has been requested in terms of content and level, or
 - b. who demonstrate that they possess sufficient knowledge and skills that have been acquired outside the system of higher education.
2. After having obtained recommendations from the relevant examiner, the Board of Examiners may grant exemption from the requirement to participate in a practical exercise with a view to admission to the related examination, possibly subject to alternative requirements.

Article 24 - Periods and frequency of degree audits

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

Paragraph 6 – Studying with a disability

Article 25 - Adjustments to the benefit of students with disabilities or chronic illnesses

1. Upon a written and substantiated request to that effect, students with disabilities or chronic illnesses may be eligible for adjustments in teaching and examinations. These adjustments are coordinated to the situations of the students as much as possible, but they may not alter the quality or level of difficulty of a subject or the study programme. Facilities to be provided may include modifications to the form or duration of examinations and/or practical exercises to suit individual situations or the provision of practical aids.
2. Requests as mentioned in Section 1 must be accompanied by a recent statement from a physician or psychologist or, in cases involving dyslexia, from a testing office registered with BIG, NIP or NVO. If possible,

this statement should include an estimate of the extent to which the condition is impeding the student's academic progress.

3. Decisions concerning requests for adjustments relating to educational facilities are taken by the Dean or by the Director of Studies on the Dean's behalf. Decisions concerning adjustments relating to examinations are taken by the Board of Examiners.
4. Adjustments to examinations can involve the following or other matters:
 - form (e.g. replacing a written test with an oral test or vice versa, testing the required material in the form of interim examinations or granting exemptions to the attendance requirement);
 - timing (e.g. additional time for an examination, wider staggering of examinations across the examination period, granting exemptions to admission requirements or extending the period within which a component must be completed);
 - aids permitted during testing (e.g. English-Dutch dictionaries for students with dyslexia);
 - location (taking the examination in a separate, low-stimulus space).
5. Adjustments in educational facilities could include:
 - providing modified furniture in teaching and examination spaces;
 - providing special equipment (e.g. magnification or Braille equipment for students with visual impairments and blindness or loop systems and individual equipment for students with hearing impairments and deafness);
 - providing more accessible course material;
 - providing special computer facilities (e.g. speech-recognition or speech-synthesising software);
 - providing a rest area.

Paragraph 7 - Study support and (binding) recommendation on the continuation of studies

Article 26 – Study support and Monitoring of student progress

1. The Dean is responsible for providing individual study supervision to students registered for the degree programme, partly for their orientation towards potential study options within and outside the degree programme. He will also ensure that effective support and supervision is provided to students in making choices related to their studies.
2. The examination and study programme applying to each student is documented in Osiris.
3. The Student Administration is responsible for ensuring that all students are able to review and check their results in the Osiris student-information system.

Article 27 – (Negative) binding recommendation on the continuation of studies

Not applicable.

Paragraph 8 - Final provisions

Article 28 - Conflicts with the regulations

In the case of conflict between provisions in the study guide or other document concerning the relevant teaching and examination education and study programme and these regulations, the provisions of these regulations shall take precedence.

Article 29 - Amendments to the regulations

1. Amendments to these regulations are adopted separately by the Dean.
2. Amendments that are applicable to the current academic year will be made only if they would not reasonably damage the interests of students.
3. Amendments to these regulations may not lead to disadvantageous changes to any decisions that have been made with regard to individual students.

Article 30 - Transitional measures

1. If the composition of the degree programme undergoes substantive changes, transitional measures will be established and published through the Dean.
2. These transitional measures shall include at least the following:
 - a. an arrangement regarding exemptions that may be obtained based on examinations that have already been passed;
 - b. the period during which the transitional arrangement shall be valid.
3. Students shall follow the degree programme as it applied or applies during the first academic year of their enrolment, unless components of the programme are no longer offered. In such cases, students must transfer according to the applicable transitional measures. Deviations require the approval of the Board of Examiners. Before submitting a request to this end, the student must have first obtained recommendations from an academic counsellor.
4. If a subject within a degree programme is cancelled, four additional opportunities for taking the examination in this subject shall be offered after it has been taught for the last time: the examination at the end of the teaching of the subject, a resit in the same academic year and two resits in the following academic year.

Article 31 - Announcement

1. The Dean is responsible for ensuring a suitable announcement of these regulations and any amendments to them.
2. In any case, the Teaching and Examination Regulations are to be posted on the programme's website.

Article 32 - Entry into force

These regulations shall enter into force on 1 September 2018.

Adopted by the Dean of the faculty Applied Sciences on July 3, 2018.

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

APPENDIX to Art. 3 TER – admission to the Master’s degree programmes

Language level for individuals holding a higher professional education degree (c)

The English language, through the successful completion of one of the following tests:

- A TOEFL iBT (Test of English as a Foreign Language internet-Based Test) with an overall band score of at least 90, or
- an IELTS (academic version) with an overall Band score of at least 6.5, or
- a proof of completion of the ‘Certificate of Proficiency in English’ (CPE) or the ‘Certificate in Advanced English’ (CAE), both of the University of Cambridge

Certificates must have been completed successfully before the start of the bridging programme.

The following candidates shall be exempted from the requirement to pass an English language test:

- Nationals from the USA, UK, Ireland, Australia, New Zealand or Canada
- Applicants with a Dutch Pre-university (VWO) certificate
- Applicants who have obtained a higher professional education degree in an English-language programme.

Language level for individuals holding a foreign degree (d)

The English language, through the successful completion of one of the following tests:

- A TOEFL iBT (Test of English as a Foreign Language internet-Based Test) with an overall band score of at least 90 and a minimum score of 21 for each section, or
- an IELTS (academic version) with an overall Band score of at least 6.5 and a minimum score of 6.0 for each section, or
- a proof of completion of the ‘Certificate of Proficiency in English’ (CPE) or the ‘Certificate in Advanced English’ (CAE), both of the University of Cambridge

Certificates older than two years shall not be accepted.

The following candidates shall be exempted from the requirement to pass an English language test:

- Nationals from the USA, UK, Ireland, Australia, New Zealand or Canada
- Applicants who have obtained a Bachelor’s degree in one of the countries mentioned.