

# **Education and Examination Regulations Bachelor's program in Theology (English language) and Pre-Master's program Christianity and Society 2018-2019**

## **Section 1 General Terms**

### **Article 1.1 Applicability of the regulations**

These regulations apply to the educational program and the examinations of the Bachelor's program in Theology (English language), henceforth to be called 'the program', and the Pre-Master's program Christianity and Society.

The program is offered in Tilburg by the School of Catholic Theology of Tilburg University, henceforth to be called 'the School'.

### **Article 1.2 Definitions**

In these regulations, the following definitions apply:

- a. the law: the law on higher education and academic research (*WHW, Wet op het hoger onderwijs en wetenschappelijk onderzoek*);
- b. student: the person registered at the university to receive instruction and/or take examinations that are part of the program;
- c. propaedeutic phase: the propaedeutic phase of the Bachelor's program, referred to in article 7.8 of the law (WHW);
- d. post-propaedeutic phase: that part of the Bachelor's program that follows the propaedeutic phase.;
- e. course: a unit of study in the program, in the sense intended by the law;
- f. practical: a practical exercise, as referred to in article 7.13 of the law, in one of the following forms:
  - the writing of a thesis or concluding essay
  - the writing of a paper or a test design
  - the execution of a research assignment
  - participation in fieldwork or an excursion
  - doing an internship
  - participation in any other educational activity that is aimed at acquiring particular skills;
- g. final examination: the Bachelor's exam of the program;
- h. semester: segment of the academic year, starting on Monday in the week of 1 September and terminating no later than 31 January, or starting no later than 1 February and terminating on 31 August. At least one week in both semesters must be scheduled for examinations and re-sits, where the planning must be such that the student who qualifies for a warning in the first semester, as mentioned in Article 7.8b WHW, will receive it in time and, furthermore, there will be sufficient time in the second semester for a timely performance of the necessary actions regarding the binding study recommendation (in Dutch BSA: Binding Study Advice/Bindend Studie Advies);

- i. EC (European Credits): credit points in accordance with the European Credit Transfer System. EC-points (or EC) should be read as ECTS-credits. 1 ECTS-credit = 28 hours of study;
- j. examination: the test of the student's knowledge, insight and skills as referred to in article 7.10.1 of the law, part of every course of the program, and the assessment of results of this test. The assessment concerns:
  - answering a set of questions, orally or in writing
  - the translation or transcript of a text
  - a report of activities performed, in writing or orally (paper, essay and oral presentation)
  - the Bachelor's concluding essay;
- k. Pre-Master's program: the educational track that prepares a student for the corresponding Master's program.

The other terms have meanings accorded to them by law.

## **Article 1.3 Objectives of the program**

### **1. Objectives**

- a. The objective of the program is that students acquire an academic level of theological thinking and practice.
- b. The program offers thorough and functional preparation for the School's own Master programs: the Master's program in Theology (in Dutch), the Master's Program Academic Teacher in Religion and Philosophy of Life (in Dutch), and the Master's Program Christianity and Society (in English). In addition, it prepares for academic Master programs in Theology elsewhere (in the Netherlands or abroad); or for Master programs in Religious Studies or other disciplines. Such programs may set additional entry requirements.
- c. The program is intended to prepare the student for academic level participation in church and society. In addition to developing the student's intellectual capabilities, the development of his/her personal attitude, responsibility, and ethical awareness are essential objectives of the program.
- d. The program offers a broad, discipline-oriented study program. Its coherence is assured by two threads: a thread that focuses on the sources and history of tradition, and one that seeks to clarify the current situation and context. Each discipline incorporates both threads, and also places its own emphases on the basis of its own character and methodologies. In the program as a whole, the two threads converge particularly in Systematic Theology (Dogmatics and Moral Theology), in Practical Theology, Liturgical Studies, and Canon Law. The emphasis in the systematic theological disciplines is on articulating, interpreting, understanding, and accounting for the Christian faith and the Christian ethos in the light of questions that people and humanity currently faces. In the other theological disciplines, the emphasis is on the organization and life of the church and the up-to-date transmission of tradition.
- e. The program is intended to familiarize students with the cumulative body of knowledge within the various disciplines, and to acquaint them with the various research practices. Students are challenged on the basis of this thorough grounding to apply this knowledge to increasingly complex questions as they progress through the program.

- f. The academic character of the program is determined in large part by the fact that the acquisition of knowledge takes place against the background of current scholarly research. This happens by teaching students to assess research, responsibly apply the results of research, and carry out research themselves (research training). In addition, lecturers will incorporate the (preliminary) results of their research into their teaching.
- g. The program's primary aim is to offer foundational training. In conjunction with a Master's program, it gives access to a profession. The program is part of the Roman Catholic Church's training program for ministry. The program has therefore been organized in such a way as to comply, together with the Master's program in Theology, with the requirements of *Sapientia christiana* and the *Ratio neerlandica*.

## 2. Final attainments

### *a. Discipline-specific academic knowledge and skills*

The knowledge and skills described here apply to the various individual disciplines (1-4) and to Theology as a whole (5-6).

1. The student has elementary knowledge of the various disciplines that are part of the curriculum: in the first place Biblical Studies, Church History, Philosophy, Systematic Theology, and Moral Theology, and subsequently also Spirituality, Canon Law, Practical Theology, Social Sciences, and Religious Studies. The student is familiar with the central concepts, methods, and major research traditions of the various disciplines.
2. The student is able to apply his/her knowledge of the various theological research methods and techniques to simple questions.
3. The student has greater-than-elementary knowledge and skills in the discipline he/she has chosen for his/her thesis.
4. The student has sufficient knowledge of the source languages (Hebrew, Greek, and Latin) to be able to study the theological sources in the language in question.
5. The student has an overview of the entire field of Theology, and has insight into the differences between the disciplines.
6. The student is able to connect the insights acquired with insights from other disciplines and with the current situation of church and society in a meaningful way.

### *b. Academic skills*

The student is able to read (7-8), think (9), write (10), and speak (11) at academic level.

7. The student is able to read primary sources and secondary literature.
8. The student is able to collect, select, organize, and summarize primary sources and secondary literature, and to discern what is relevant.
9. The student is able to analyze, clearly argue, and coherently assess complex issues.
10. The student is able to write correctly and to an academic standard (paper, essay, report).
11. The student is able to present and discuss his/her work orally.

### *c. Academic attitude*

12. The student is intellectually independent. He/she has a realistic perception of his/her own learning process. He/she is able to consciously direct his/her own learning.

13. The student has a sense of responsibility. He/she is able to reflect on his/her own scholarly and social responsibility.
14. The student demonstrates curiosity, critical capacity, and creativity.

#### **Article 1.4 Context and organization of the program**

The program is determined to a large degree by the context of the European and worldwide Catholic Church. The program is discipline-oriented, and consists entirely of components linked to Theology.

#### **Article 1.5 Form of the program**

1. The 180 Bachelor's program is a full-time program; the 147 Bachelor's program is a part-time program. Students are free to choose where they will take the program.
2. The program is taught in English.
3. Details of the program format are described in the Osiris Course Catalog.
4. At the end of each semester, students will be given the opportunity to evaluate the courses they took in a questionnaire.

#### **Article 1.6 Examinations associated with the program**

The Bachelor's examination is the only examination that can be taken in the program.

## **Section 2 Organization of the program**

### **Article 2.1 Composition and final examination of the program**

1. The program consists of a propaedeutic phase and a post-propaedeutic phase.
2. The program is concluded with the final examination of the Bachelor's program.

### **Article 2.2 Study load**

1. The study load of the program is 180 ECTS-credits.
2. The study load of the 147 Bachelor is 147 ECTS credits.
3. The study load of the propaedeutic phase is 60 ECTS-credits.
4. The study load is expressed in whole ECTS-credits.
5. The study load of the individual courses is normally at least 3 ECTS credits, or a multiple thereof.
6. If fewer than three students are in attendance at the first session of a course, the lecturer and students may decide in mutual consultation on the format of the lectures.

### **Article 2.3 Academic training**

The program contains elements that contribute sufficiently to the students' academic training, in particular independent scientific reasoning and action. This applies specifically to the relationship between the Christian faith and philosophical, ideological, and cultural traditions in modern society.

## Section 3 The propaedeutic phase of the program

### Article 3.1 Composition of the propaedeutic phase

The propaedeutic phase comprises the courses and the corresponding course loads as specified below. Component details are specified in the Osiris Course Catalog.

The propaedeutic phase consists of a language component (9 EC, see below), and overviews of and introductions to the most important theological disciplines (51 EC), making it an accurate reflection of the entire Theology program.

#### Bachelor 180

1 <sup>st</sup> semester	Greek 1 (3)  U10101-B-3	Theol. Seminar (3)  U10102-B-3	Bible and Exegesis (Introduction) (6)  U10103-B-6	History of Church and Theology (Introduction) (6) U10104-B-6	History of Philosophy (6)  U10105-B-6	Comparative Religion (6)  U10106-B-6
2 <sup>nd</sup> semester	Greek 2 (3)  U10107-B-3	Biblical Hebr. 1 (3)  U10108-B-3	Fundamen- tal Theology and Dogmatics (6)  U20064	Moral theo- logy: anthro- pological foundations (3) U11012-B-3 Spirituality (Introduction) (3) U11013-B-3	Systematic Philosophy (6)  U20066	Practical Theology (Introduction) (6)  U10111-B-6

#### Bachelor 147

1 <sup>st</sup> semester	Greek 1 (3)  U10101-B-3	Theol. Semi- nar (3)  U10102-B-3	Bible and Exegesis (Introduction) (6)  U10103-B-6	History of Church and Theology (Introduction) (6) U10104-B-6
2 <sup>nd</sup> semester	Greek 2 (3)  U10107-B-3	Biblical Hebr. 1 (3)  U10108-B-3	Fundamental Theology and Dogmatics (6)  U20064	Moral theo- logy: anthro- pological foundations (3) U11012-B-3 Spirituality (Introduction) (3) U11013-B-3

3rd semester	Greek 3 (3)  U10115-B-3	Biblical Hebr. 2 (3)  U10116-B-3	History of Philosophy (6)  U10105-B-6	Comparative Religion (6)  U10106-B-6
4 <sup>th</sup> semester	Latin 1 (3)  U20079-B-3	Biblical Hebr. 3 (3)  U10117-B-3	Systematic Philosophy (6)  U20066	Practical Theology (Introduction) (6)  U10111-B-6

The four gray courses belong to the propaedeutic phase.

### Article 3.2 Propedeutic practicals

The following courses of the propaedeutic phase as referred to in article 3.1, in addition to theoretical lectures and seminars, include teaching sessions in the form of practicals.

- Theological Seminar

## Section 4 The post-propaedeutic phase of the program

### Article 4.1 Composition of the post-propaedeutic phase

The post-propaedeutic phase comprises the components/courses and the corresponding study loads as mentioned below. Component details are specified in the Osiris Course Catalog.

The post-propaedeutic phase consists of a languages component (18 ECTS credits), and offers in-depth familiarization with each discipline. For the 180 Bachelor, this in-depth familiarization component consists of 81 ECTS credits; for the 147 Bachelor it consists of 69 ECTS credits. The courses are offered either in Utrecht or in Tilburg on a rotating basis (year A in Utrecht, year B in Tilburg, etc.), except for the languages and Jewish Studies, which are offered in both places every year. New Testament: Acts and Epistles is offered every year (alongside the Latin and Jewish Studies courses) in the 147 Bachelor program. The post-propaedeutic phase of both Bachelor programs (180 and 147) is concluded by writing a Bachelor's thesis of 9 ECTS credits. The curriculums without a Bachelor's thesis as described in the Education and Examinations Regulations for the 2014-2015 academic year apply to students who started the program before September 1, 2014 and who have since been enrolled in the program without interruption.

Students who intend to enrol for the First-degree Religion and Philosophy Teacher Training Master's program after obtaining their Bachelor's degree may replace the Greek 3, Hebrew 3, Latin 1, Latin 2, and Latin 3 courses with an elective course.

#### Bachelor 180

3 <sup>rd</sup> semester	Greek 3 (3)  U10115-B-3	Biblical Hebrew 2 (3)  U10116-B-3	rotating courses (2 x 33 ECTS = 66)	Electives (21)
4 <sup>th</sup> semester	Latin 1 (3)  U20079-B-3	Biblical Hebrew 3 (3)  U10117-B-3		
5 <sup>th</sup> semester	Latin 2 (3)  U20077-B-3	Judaism (Introduction) (3)  U20081-B-3		
6 <sup>th</sup> semester	Latin 3 (3)  U20078-B-3	Judaism: Reading Rabbinic Texts (3) U20082-B-3		Bachelor's Thesis in Theology (9)  U30021-B-9



**Rotating courses Year A:**

3 <sup>rd</sup> / 5 <sup>th</sup> semester	New Testament: Synoptic Gospels and Johannine Literature (6)  U20068-B-6	Church History: Middle Ages and Modernity (6)  U20070-B-6	Patristics (3)  U20071-B-3	Philosophy of Religion and Metaphysics (3) U20072-B-3
4 <sup>th</sup> / 6 <sup>th</sup> semester	Old Testament: Torah and Prophetic Literature (6) U20074-B-6	Dogmatics: God and Christ (9)  U20075-B-9		

**Rotating courses Year B:**

3 <sup>rd</sup> / 5 <sup>th</sup> semester	New Testament: Acts and Letters (3)  U20069-B-3	Moral Philosophy (3)  U20076-B-3	Moral Theology: Theological Anthropology (6)  U11011-B-6	Sociology and Psychology of Religion (6)  U20083-B-6
4 <sup>th</sup> / 6 <sup>th</sup> semester	Liturgy (Introduction) (3) U20085-B-3	Old Testament: Psalms (3) U20073-B-3	Dogmatics: Church and Sacraments (6) U20084-B-6	Canon Law (Introduction) (3) U20080-B-3

**Bachelor 147**

5 <sup>th</sup> semester	Latin 2 (3)  U20077-B-3	rotating courses (2 x 30 = 60)		
6 <sup>th</sup> semester	Latin 3 (3)  U20078-B-3			
7 <sup>th</sup> semester	Judaism (Introduction) (3)  U20081-B-3			
8 <sup>th</sup> semester	New Testament: Acts and Letters (3) U20069-B-3	Bachelor's Thesis in Theology (9)  U30021-B-9		

*Rotating courses Year A:*

5 <sup>th</sup> / 7 <sup>th</sup> semester	Philosophy of Religion and Metaphysics (3) U20072-B-3	Church History: Middle Ages and Modernity (6) U20070-B-6	New Testament: Synoptic Gospels and Johannine Literature (6) U20068-B-6
6 <sup>th</sup> / 8 <sup>th</sup> semester	Dogmatics: God and Christ (9) U20075-B-9		Old Testament: Torah and Prophetic Literature (6) U20074-B-6

*Rotating courses Year B:*

5 <sup>th</sup> / 7 <sup>th</sup> semester	Moral Philosophy (3) U20076-B-3	Moral Theology: Theological Anthropology (6) U11011-B-6	Sociology and Psychology of Religion (6) U20083-B-6	
6 <sup>th</sup> / 8 <sup>th</sup> semester	Dogmatics: Church and Sacraments (6) U20084-B-6	Canon Law (Introduction) (3) U20080-B-3	Liturgy (Introduction) (3) U20085-B-3	Old Testament: Psalms (3) U20073-B-3

**Article 4.2 Electives**

1. Students have the option of taking 21 ECTS credits' worth of electives. These offer students the opportunity to customize their studies to suit their own personal interests. The electives could focus on in-depth familiarization with, or broadening out of one of the fields of knowledge in the fixed Bachelor's program.

2. Students take electives in the second and third years of the program. They can choose from the electives offered by the School, or from courses or minors offered by other schools of Tilburg University or other universities in the Netherlands or abroad.

3. The School offers the following courses:

year A 3 <sup>rd</sup> /5 <sup>th</sup> semester	Dogmatics: Nature, Sin and Grace (6) U10112-B-6	
year A 4 <sup>th</sup> /6 <sup>th</sup> semester	Philosophy: Nature and Culture (9) U10113-B-9	
year B 3 <sup>th</sup> /5 <sup>th</sup> semester	Fundamental Theology: Ecumenics and Theology of the Religions (6) U10114-B-6	
year B 4 <sup>th</sup> /6 <sup>th</sup> semester	Canon Law (Advanced) (3) U10119-B-3	Moral Theology: Christian Ethics in a Secularised Society (6) U10118-B-6

In addition, the School offers the Dutch course Beroepsseminar (Professional Seminar course, 6 EC). Students who intend to enrol in the Master's program in Theology or the First-degree Religion and Philosophy Teacher Training Master's program must pass this course.

4. Students who wish to take elective courses that are not offered by the School require the permission of the Examining Board. Such courses may consist of at most 12 ECTS credits' worth of propaedeutic courses offered by other Schools of Tilburg University, and/or by other institutions of higher learning (including foreign institutions); this is at the discretion of the Examining Board. In addition, the electives chosen must comply with the applicable criteria on size, level, and cohesion.

5. Students who have chosen to study for a canonical baccalaureate in Sacred Theology will have to choose a combination of courses as described in the 'Curriculum for the obtaining of canonical degrees in Sacred Theology'<sup>1</sup> as electives.

### Article 4.3 Bachelor's Thesis

1. The Bachelor's Thesis is a fixed part of the Bachelor's program in Theology, except for students who started the program before September 1, 2014, and have since been enrolled in the program without interruption. Students must demonstrate in their Bachelor's thesis that they comply with the program's intended attainment objectives.

2. The Bachelor's thesis has a study load of 9 ECTS credits. Students may freely choose the discipline in which they write their Bachelor's thesis (but see section 3).

<sup>1</sup> <https://www.tilburguniversity.edu/about/schools/theology/canonical/>

3. The 147 BA has a study load of 3 ECTS credits for the Bachelor's thesis. BA 147 students do not choose electives. They choose one 6 or 9 ECTS credits course in the fourth year, and then receive dispensation for 6 of these ECTS credits; instead they write a Bachelor's thesis in the same discipline. Thus the total study load for the Bachelor's thesis is 9 ECTS credits.

#### **Article 4.4 Post-propedeutic practicals**

The following courses of the propaedeutic phase as referred to in article 4.1, in addition to theoretical lectures and seminars also include teaching sessions in the form of practicals.

- Bachelor's Thesis in Theology (*part Thesis seminar*)

#### **Article 4.5 Skills**

The 12 Skills ECTS credits are divided between the courses as follows:

##### **Communication skills (4 EC):**

- Theological Seminar (1 EC): Writing skills: formal structuring of an essay, academic style of writing, quoting and referencing, paragraphing, signal words.
- Bible and Exegesis (Introduction) (1 EC): Writing skills: structuring at section level, logical order (development of argument).
- Comparative Religion (1 EC): Oral presentation.
- Fundamental Theology and Dogmatics (1 EC): Intercultural communication.

##### **Research skills (3 EC):**

- Theological Seminar (1 EC): Searching the internet and selecting for relevance and reliability: using library.
- History of Church and Theology (Introduction) (1 EC): Searching for literature.
- Practical Theology (Introduction) (1 EC): Operationalizing acquired knowledge and applying it in interpreting a specific case.

##### **Critical thinking skills (4 EC):**

- Dogmatics: Church and Sacraments (1 EC): Developing problem definition and analysis of research question in subquestions.
- Systematic Philosophy (1 EC): Argumentation theory.
- Dogmatics: God and Christ (1 EC): Making and synthesizing connections.
- Bachelor's thesis meetings (1 EC): Developing research plan.

##### **Labor market skills (1 EC):**

- Beroepsseminar (1 EC): Exploration and description of theologians' professional options in ecclesiastical or societal organizations; theological and personal reflection on the functioning of theologians in a specific ecclesiastical or societal organization; writing an application letter.

## **Section 5 Examinations and final examination of the program**

### **Article 5.1 Required order**

Not applicable.

### **Article 5.2 Exam periods and frequency of the examinations**

1. In every academic year, there are two opportunities for taking exams for the courses mentioned in paragraphs 3 and 4.
2. Contrary to the rule defined in subsection 1, students are offered at least one opportunity to take examinations for courses not offered in a particular academic year.
3. If the examination takes place on the basis of a project, a paper or an essay, the student must hand the project, paper or essay in at the latest:
  - on the Sunday before the first Monday of the second semester for courses from the first semester
  - on July 1 for courses from the second semester;unless the course's study guide has stricter deadlines. A student is obliged to report to the lecturer when he/she does not adhere to these deadlines. If a student does not adhere to these deadlines, the examination will count as a missed opportunity. A missed opportunity will be graded as 4 (quite insufficient). The student is still entitled to a second opportunity.
4. If a student uses the second opportunity, if need be for a revised version of a paper or an essay, he/she must hand it in at the latest:
  - on March 30 for courses from the first semester;
  - on August 5 for courses from the second semester.After these dates, the examination will count as a missed opportunity. A missed opportunity will be graded as 4 (quite insufficient). The student must enroll anew for the course in the following academic year if he/she wishes to take the examination again.
5. In case of a first opportunity, the lecturer will determine the results of the assessment of a project, paper or essay that is covered by the above-mentioned regulation at the latest:
  - After fifteen working days after the first submission deadline for a course from the first semester;
  - on July 22 for a course from the second semester;and at the latest on the same day will notify the faculty's administration of the results.
6. In case of a second opportunity, the lecturer will determine the results of the assessment of a project, paper or essay that is covered by the above-mentioned regulation at the latest:
  - on April 20 for a course from the first semester;
  - on August 25 for a course from the second semester;and at the latest on the same day will notify the faculty's administration of the results.
7. If a student cannot comply with the set deadlines due to circumstances beyond his/her control, he/she can get a postponement for the above-mentioned dates. Hereto the student must send in a written request to the Board of Examiners within

seven working days after the deadline. The Board of Examiners will assess if it is a case of force majeure.

8. If a lecturer, otherwise than through force majeure, does not comply with the above-mentioned deadlines, he/she will be held accountable in a performance appraisal.
9. Students who have successfully passed all interim examinations except one, or who have the required dispensations, are entitled, subject to the conditions specified below, to one additional opportunity to take an interim examination in the component in question, either in writing or orally at the examiner's discretion. The following conditions apply:
  - a. the student in question sat at least the last two examinations of the component in question, or was unable to sit one or two of the last examinations due to special circumstances as described in Article 8.7;
  - b. the student in question is at risk of sustaining a disproportionate delay due to the fact that the last course of the compulsory program has yet to be passed;
  - c. one of the student's attempts has been graded with at least a 4.

### **Article 5.3 Form of the examinations**

1. Examinations of the courses, mentioned in paragraph 3 and 4, will be taken orally or in writing, in accordance with the information in the Osiris Course Catalog. A written examination also comprehends an examination that consists of writing one or more assignments, a project, a report or a thesis.
2. At the student's request, the Board of Examiners can give students permission to take examinations in a different way and at a different time than originally specified.
3. Students with functional limitations are given the opportunity to take examinations in a way that is adapted as much as possible to their individual situation. If taking the exam in an adapted fashion requires particular facilities or a special form of examination, students must file a request for special arrangements at the Digital Report Desk Functional Limitations.
4. For all parts of a practical, attendance and participation is compulsory.
- 4a. For eight lectures of 2 or 3 x 45 minutes, only two lectures may be missed. The lecturer must be informed beforehand of a student's absence. The student will receive an assignment in replacement for the missed lecture.
- 4b. If a student misses 4 or more lectures out of a series of 16 meetings (or 6 or more out of a series of 24, or eight or more out of a series 32), he/she must enroll anew for the course in the following academic year. Only in case the student missed more lectures than allowed due to circumstances beyond his/her control, he/she can compensate for his/her absence by means of a replacement assignment. Hereto the student must make a written request to the Board of Examiners that will assess if it is a case of force majeure.

#### **Article 5.4 Oral –examinations**

1. In oral examinations, not more than one person will be tested at the same time, unless the Board of Examiners decides otherwise.
2. An oral examination is a public event, unless the Board of Examiners or the examiner concerned decides otherwise, or unless the student objects.

#### **Article 5.5 Determination and publication of examination results**

1. The examiner determines the results of a written examination within 15 working days after the day on which the examination was taken and at least 5 working days before the next opportunity for examination. Also, the examiner provides the Administration Department of the School with the necessary data for announcing the results. The results are published on the Tilburg University website. For determining the results of the examination of a project, a paper or an essay, deviating terms count that are described in article 5.2, sections 5 and 6.
2. By way of derogation from the above, the examiner will determine the results of a written examination for a course from the second semester within 5 working days.
3. The examiner determines the result of an oral examination no later than 5 working days after the exam has taken place, and provides the student with a written statement specifying the result.
4. For an examination that is neither a written nor an oral exam, the Board of Examiners decides beforehand how and when students will receive a written statement specifying the result.
5. Students can file an appeal with the Examinations Appeal Board, up to six weeks after the announcement of the results of an examination.

#### **Article 5.6 Period of validity**

1. In principle, courses passed by students have unlimited validity; results obtained for interim tests and interim papers remain valid only during the academic year in question and the following year, unless the Board of Examiners decides otherwise.
2. Contrary to the rule defined in subsection 1, the Board of Examiners can impose an additional or replacement examination for a course, when the examination for that course was passed more than five years (for full-time students) or eight years (for part-time students) previously, before the student is admitted to take the final examination.
3. Subsections 1 and 2 also apply with regard to the period of validity of an exemption for a course.

### **Article 5.7 Right of inspection**

1. During at least six weeks after the examination results have been announced, students have the right to inspect their graded examination. Also, students will be given a copy of the exam if requested.
2. During the period mentioned in subsection 1, any student can inspect the questions and the assignments of the examination in question, and, if possible, be given the norms on the basis of which the assessment has taken place.
3. The Board of Examiners may determine that inspection occurs at a fixed place and at least two fixed points in time. If the person concerned can prove to be or to have been, unable to come at this fixed place and time, he/she will be offered another opportunity, if possible within the period mentioned in subsection 1.

### **Article 5.8 Exemptions**

1. At the student's request, after having heard the examiner concerned, the Board of Examiners can grant a student an exemption for an examination, if the student:
  - has completed a course at a university that is comparable in terms of content, study load, and level; or
  - can show that he/she possesses sufficient knowledge and skills as a result of work or professional experience.
2. The request is to be submitted to the secretary of the Board of Examiners, together with the necessary papers substantiating the student's claim, and must include a specification of the applicant's reasons for making the request.

### **Article 5.9 Final exam**

The Board of Examiners determines the result of the final exam as soon as the student has provided sufficient proof of having passed the exams and thus of having acquired the necessary academic training.

### **Article 5.10 Degree**

1. The degree of 'Bachelor of Arts' is conferred on those who have passed the final exam.
2. The degree conferred is specified on the degree certificate.



## Section 6 Previous education / admission

### Article 6.1 Admission to the program

1. Those in possession of one of the following qualifications can be admitted to the first year of the program:
  - Those who are in possession of a certificate of Pre-university Education (VWO);
  - Those who are in possession of a propaedeutic certificate from a recognized Institute of Higher Professional Education (HBO);
  - c. Those who are in possession of a certificate specifying unconditional promotion to the second year of a recognized Institute of Higher Professional Education;
  - Those who are in possession of a 'doctoraal' or 'ingenieur' certificate ('oldstyle' Dutch university degrees);
  - Those who are in possession of a university certificate testifying to successful completion of a program fully accredited by the Dutch Ministry of Science and Education
  - Those who are in possession of a certificate proving that they have passed a 'colloquium doctum' (faculty-determined university entrance exam), as referred to in article 6.4.
2. Applicants who hold one of the following qualifications are eligible for admission to the 147 Bachelor:
  - a Bachelor's degree awarded by an Institute of Higher Professional Education (HBO) for a program recognized by the NVAO;
  - an academic Bachelor's, Master's, 'doctoraal' or 'ingenieur' degree awarded for a program recognized by the NVAO.
3. Applicants who hold a certificate as described in sections 1 and 2 issued by a foreign educational institute are eligible for admission to the propaedeutic phase.
4. Admission to the English-taught Bachelor's program in Theology requires a suitable prior education. In order to be well prepared, all students are entitled to a matching activity. The purpose of this activity is to check whether the program is the right choice for the candidate. The matching is done by the Admissions Committee of TST who formulates either a positive or a negative final assessment.
5. The Admissions Committee takes the following criteria into consideration in order to give a positive decision:
  - a. The candidate has, in the opinion of the Admissions Committee, a satisfactory level of motivation and the intellectual capacities to meet the goals of the program;
  - b. The candidate masters the English language on an adequate level, as provided in Art. 6.2;
  - c. The candidate has, in the opinion of the Admissions Committee, a satisfactory international orientation;
  - d. The candidate possesses, in the opinion of the Admissions Committee, the attitude and communication skills in order to be able to function properly in an 'international classroom'.
6. The Admissions Inquiry is carried out according to the following procedure:
  - a. An application to be admitted to the program can be submitted to the Admissions Committee of Tilburg School of Catholic Theology, during a period of the academic year that is to be determined and published by the Admissions Committee in due

time, it being understood that the program actually starts on or around September 1st of each calendar year;

- b. The Admissions Committee has certain requirements concerning the shape of the application and the information to be provided, which are published in due time and will be easily accessible;
- c. For the purpose of admission to the program, the Admissions Committee shall examine the knowledge, skills and attitudes of the student based on the criteria mentioned above (admissions inquiry: criteria). To this end, the student has to write an essay and explain this documents during an interview;
- d. A decision from the Admission Committee will be given no later than the starting date of the program.

7. The program has a single starting date, Monday in the week of September 1.

## **Article 6.2 Language proficiency requirements for admission to the program**

Students of the program are to meet (one of) the following requirements:

- English at Dutch vwo-level
- Cambridge Certificate in Advanced English (CAE) grade A, B or C
- Cambridge Certificate of Proficiency in English (CPE) score A, B or C
- Passing a TOEFL-test (Test Of English as a Foreign Language) minimum 80 credits on the Internet based test or 550 on paper based test;
- Obtaining an IELTS-certificate (International English Language Testing System), the norm being an average minimum score of 6.0. overall, whilst for none of the separate parts of the test a score lower than 5.5 is allowed;

The English Proficiency test must have been passed no longer than two years before the start of the student's program, on 1 September.

## **Article 6.3 Equivalent previous education**

Admissions on the grounds of other diplomas of secondary or pre-university education than those mentioned so far, *takes place on the basis of the so-called 'five-year lists' of the VSNU (Association of Dutch universities) and the European Treaty of 1953 on the equivalence of certificates.*

## **Article 6.4 Colloquium doctum**

1. Those who are not in possession of one of the required diplomas, but who are over 21, can be admitted to the exams on the basis of an admission inquiry in the sense of article 7.29 of the law (the so-called 'colloquium doctum'). The admission inquiry is meant to establish whether the candidate in question possesses sufficient general knowledge and is suitable for the Bachelor's program. The admission inquiry academic year 2018-2019<sup>2</sup> involves the following subjects with the levels specified:
  - For English: 6-vwo or an English proficiency test with results that meet the requirements that are mentioned in article 6.2.
  - For History: 6-vwo

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<sup>2</sup> The components of the admission inquiry are described in the Tilburg School of Catholic Theology "Rules and Regulations for Colloquium Doctum University Entrance Examination".

If applicants possess a VWO modular certificate (indicating that the VWO exam for a particular subject was passed), there are no additional requirements for the subject in question.

The admission test can also consist of successful completion of the Tilburg University Pre-Bachelor program.

2. Candidates for the priesthood whose educational background is deficient may be admitted to the 180 Bachelor after completion of a one- or two-year preparatory program. The one- or two-year preparatory program can demonstrate whether the candidate for the priesthood is able to take classes fruitfully. The Executive Board can waive the requirements with regard to educational background at the recommendation of the Examining Board. The application must include a letter of recommendation by the president of the seminary institute where the candidate for the priesthood is enrolled.

## **Section 7 Academic advice**

### **Article 7.1 Monitoring students' progress**

1. The Central Student Administration registers the student's individual course results.
2. The Central Student Administration is responsible for the accessibility of the student's progress data on the internet, as well as for providing information on this.

### **Article 7.2 Academic advice**

The School takes care of the introduction and academic advice of the students that are enrolled in the educational program, and helps them familiarize themselves with possible study tracks within and outside of the educational program.

### **Article 7.3 Matching activities**

The School will ensure that a matching check is made available to students who have enrolled for the program on Studielink and MySAS.

### **Article 7.4 Dual Career**

1. Students who engage in a Dual Career can apply for a Talent status, which entitles them to additional facilities (e.g. student support and guidance and/or financial remuneration). The school will do its utmost to provide appropriate additional facilities in terms of student support and guidance. Criteria for eligibility for a Talent status can be found in the Dual Career Regulations which is an appendix to the Student Charter.
2. Students with a Talent status who wish to avail themselves of the above-mentioned facilities should reach an agreement with their program coordinator at the beginning of the academic year or as soon as the Board of the University has acknowledged the Talent status to draw up a study plan.
3. In principle, students with a Talent status are subject to the standard system of binding study advice as laid down in paragraph 8. On the recommendation of the dean of students, the Examination Committee can decide to postpone the binding study advice, as stated in article 8.3.1.

## **Section 8 Binding recommendation regarding continuation of the student's course of study ('Binding Study Advice')**

### **Article 8.1 Recommendation regarding the student's course of study ('Study advice')**

1. At the end of the first academic year in which a student is registered for the propaedeutic phase, but no later than 31 August of that year, students receive a recommendation ('study advice') regarding the continuation of the program they are taking. The propaedeutic phase is the first period of the Bachelor's program at this institution, and has a total study load of 60 ECTS-credits.
2. Without prejudice to the provisions in subsection 3, the recommendation ('study advice') does not imply a rejection as referred to in subsection 4 if the student has obtained at least 42 ECTS-credits before the end of that academic year
3. If the student has been granted exemptions for courses of the propaedeutic phase, no rejection is implied in the recommendation referred to in section 4 if the student has obtained 70% of the remaining ECTS-credits. If necessary, the norm is rounded up so that it can be expressed in whole ECTS-credits for the determination of the ECTS-credits that must be obtained.
4. In all other cases, a recommendation ('study advice') is given which implies a rejection, as referred to in article 8.3, subsection 4.

### **Article 8.2 Progress report**

To provide students with a clear insight into the progress of their studies, and serving as a possible warning where applicable, they are informed no later than 1 February of the academic year about the progress of their studies registered so far.

### **Article 8.3 Postponement of recommendation and binding negative recommendation**

1. No study recommendation as described in Article 8.1 will be issued at the end of the first year if:
  - a. The student enrolled for the program after October 1 of the same academic year;
  - b. Special circumstances as described in Article 8.7 apply.
2. If no study recommendation is issued in accordance with section 1 sub a, the student in question will receive a study recommendation as described in Article 8.6 at the end of the subsequent year of study in the same program in which he/she is enrolled.
3. When subsection 1, sub b. is applicable, the student in question receives a binding recommendation at the end of the following academic year as referred to in article 8.1, taking into consideration article 8.1, subsections 2 and 3. In this case, the results scored in the first academic year are treated as exemptions.
4. If students have received a recommendation that implies a rejection, they cannot enroll again in the Bachelor's program in Theology for a period of three years.

5. It is exclusively for recommendations that imply a rejection that students can appeal to the Board of Appeals for Exams within six weeks

#### **Article 8.4 Intended recommendation**

1. On 15 August of the academic year at the latest, students receive written information of the faculty's intention to give a recommendation that implies a rejection.
2. Students are given the opportunity to be heard in reaction to this recommendation before the recommendation that implies a rejection is effectuated

#### **Article 8.5 Decisions**

All decisions with respect to recommendations regarding students' continuation of their studies are taken by the chairman of the Board of Examiners on behalf of and under the responsibility of the Dean.

#### **Article 8.6 Study recommendation in the second year of study**

If no study recommendation was issued on the basis of Article 8.3, first section, sub a, the student in question will receive a study recommendation at the end of the subsequent year of study. This recommendation will entail a rejection if the full 60 ECTS credits have not been obtained for all components of the propaedeutic phase before the end of that academic year. The stipulations of Article 8.3, first section, sub b, third and fourth sections, and of Articles 8.4 and 8.5 shall apply in the same manner.

#### **Article 8.7 Special circumstances**

1. In arriving at a recommendation which, applying article 9.3, subsection 1, sub b., does not imply a rejection, only the following special circumstances for the person concerned are taken into consideration:
  - illness,
  - physical, sensory or other disabilities,
  - pregnancy,
  - special family circumstances,
  - membership, including chairmanship, of the University Council, the Faculty Council, the Management Team of the program or the Curriculum Board, or other positions on boards for which the university provides special scholarships for board-related activities
  - the Talent status as awarded by the Executive Board, in so far as it was these circumstances that were responsible for the student not getting the required number of ECTS-credits.
2. The above-mentioned special circumstances are taken into consideration if they have been reported to the Dean by or on behalf of the student as soon as reasonably possible.

3. Students pleading special circumstances must provide proof.
4. In judging an appeal filed on the basis of special circumstances, the chairman of the Board of Examiners can ask a student counselor or an expert for advice.

## **Section 9 Pre-Master's Program in Christianity and Society**

### **Article 9.1 General conditions**

1. The School offers a Pre-Master's program that provides admission to the Master's program in Christianity and Society for those who do not meet the admission requirements.
2. The Pre-Master's program consists of 30 ECTS.
3. The working language of the Pre-Master's program is English.
4. The Pre-Master's program is offered as a full-time program only.
5. The Pre-Master's program starts on February 1 of each academic year.
6. The Pre-Master's program is offered at the School's location in Tilburg.

### **Article 9.2 Admission to the Pre-Master's program**

1. Eligible for the Pre-Master's program are students who have a Bachelor's degree from a non-university institution of higher education that is accredited by the NVAO (the Accreditation Organization of the Netherlands and Flanders) or an equivalent degree.
2. In addition, candidates need to demonstrate their proficiency in English in one of the ways mentioned in article 4.2.3 of the Education and Examination Regulations of the Master's program in Christianity and Society.
3. Candidates who are admitted are supposed to have a basic knowledge of Christianity
4. In order to be considered for admission, a written application must be submitted to the School's Board of Examiners. The Board of Examiners decides on the basis of the required diplomas, the corresponding subjects (which can be submitted by means of the transcript of records or list of grades) and, if applicable, the results of one of the language proficiency tests mentioned in the Education and Examination Regulations of the Master's program in Christianity and Society, if a candidate can be admitted.
5. To start the Pre-Master's program in February, the candidate's application must be submitted no later than 1 October (for non-EEA students) or 1 December (for EEA students) prior to the start of the Pre-Master's program.
6. Depending on the study program that the candidate has completed, he or she can be exempted from certain courses. A decision on this matter is provided in writing by the Board of Examiners.

### **Article 9.3 Content of the Pre-Master's program**

The Pre-Master's program consists of the following courses:

1. The hermeneutics of holy scriptures: Torah, New Testament, Qur'an (6 ECTS, U20063-B-6)
2. Fundamental theology and dogmatics (6 ECTS, U20064-B-6)
3. Feast and rituals (6 ECTS, U20065-B-6)
4. Systematic philosophy (6 ECTS, U20066-B-6)
5. Concluding essay (6 ECTS, U20067-B-6)



## **Section 10 Transitional and final definitions**

### **Article 10.1 Changes**

1. The Dean decides on changes in these regulations, after hearing the Educational Committee and after consulting the School Council.
2. Changes in these regulations will only take effect in the academic year following that in which they have been decided upon, unless it can reasonably be argued that postponing entry into force of such changes would be detrimental to the interests of the students.
3. Additionally, no changes in these regulations must adversely affect any earlier decision by the Board of Examiners concerning a student if this decision was taken by virtue of these regulations and if the changes are detrimental to the aforementioned students.

### **Article 10.2 Publication**

1. The Dean sees to the fitting publication of these regulations, of the rules and guidelines laid down by the Board of Examiners, and of the changes in these documents.
2. Any interested person can obtain a copy of the documents referred to in subsection 1 from the School's office. The documents can also be found on the university website.

### **Article 10.3 Unexpected circumstances**

1. In exceptional individual cases in which applying the Education and Examination Regulations would lead to situations of extreme unfairness, the Examining Board has the power to make an exception in favor of the student.
2. In cases not provided for by the Education and Examination Regulations, the Examining Board will decide.

### **Article 10.4 Date of entry into effect**

These regulations shall enter into effect on 1 September 2018.

Adopted by the Dean on 29 June 2018.