

**TEACHING AND EXAMINATION REGULATIONS 2009-2010  
MASTER'S PROGRAMMES**

**HUMAN RESOURCE STUDIES, LEISURE STUDIES,  
ORGANISATION STUDIES, PSYCHOLOGIE EN GEESTELIJKE  
GEZONDHEID, SOCIAL PSYCHOLOGY, SOCIOLOGY**

**FACULTY OF SOCIAL AND BEHAVIOURAL SCIENCES  
UNIVERSITY OF TILBURG**

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# **PART 1     GENERAL**

## **Chapter 1     General Provisions**

### **Article 1.1     Applicability of the regulation**

This regulation applies to the instruction and (preliminary) examination(s) of the following Master's programmes:

Human Resource Studies,  
Leisure Studies,  
Organisation Studies,  
Psychologie en Geestelijke Gezondheid (Psychology and Mental Health),  
Social Psychology  
Sociology

henceforth to be called: "the programmes". Some programmes comprise a pre-master's programme. This concerns Human Resource Studies, Leisure Studies, Organisation Studies and Sociology. All programmes are provided within the Faculty of Social and Behavioural Sciences of the University of Tilburg, henceforth to be called "the Faculty".

### **Article 1.2     Definitions of terms**

In this regulation the following definitions apply:

1. The law: de wet op het hoger onderwijs en wetenschappelijk onderzoek (WHW, "the higher education and academic research act";
2. Student: a person who has been registered at the university for receiving instruction and/or taking the (preliminary) examinations in one or more programmes;
3. Course: an educational unit of the programme, in the sense intended by the law;
4. Extra optional course: a course that can be chosen on top of the compulsory programme;
5. Practical: a practical training, as referred to in article 7.13 of the law in one of the following modes:
  - writing a thesis;
  - writing an essay, paper or trial project;
  - executing a research assignment;
  - participating in fieldwork or an excursion;
  - attending a traineeship;
  - participating in any other instruction activity aimed at acquiring certain skills;
6. Pre-master's route: a route of instruction consisting of 60 ECTS credits to prepare a student for the master's programme concerned;
7. Examination: the Bachelor's examination of the programme;
8. Preliminary examination: examination of a particular course;
9. Test: a part of a preliminary examination;
10. Examiner: person responsible for taking en evaluating (preliminary) exams;
11. Semester: part of the academic year beginning approximately September, 1 and ending on a date to be set by the Faculty approximately January, 31; or beginning on this date and ending approximately August, 31. In both semesters, at least one week must be scheduled for examinations and re-examinations;
12. Ects-credits: credit points in accordance with the European Credit Transfer System;

All other terms have to be understood in accordance with the law.

### **Article 1.3     Aim of the programmes**

After completion of the master's programme the student possesses knowledge, insight and skills in the field of one of the programme concerned. The aims of the programmes are to be reached by the final goals formulated for each programme.

#### **Article 1.4 Form of the programmes**

All programmes of the Faculty are taught on a full-time basis.

#### **Article 1.5 Examination of the programmes**

Each master's programme is being concluded with a master's examination.

#### **Article 1.6 Study load**

1. The study load is expressed in ECTS credits.
2. The master's programmes comprise a study load of 60 ECTS credits.
3. The study load of the courses amounts to at least 6 ECTS credits per course.

### **Chapter 2 Pre-master programmes**

#### **Article 2.1 Pre-master route**

In order to prepare themselves for the master's programme, students who have been positioned into the pre-master route by the examining board, take a modified programme.

#### **Article 2.2 Individual pre-master's programmes for Academic graduates**

Students who have completed a academic programme that does not connect sufficiently to one of the master's programmes of the Faculty, can be positioned by the examining board into an individual pre-master's programme in order to raise possible deficiencies. The examining board determines the size and content of this pre-master's programme, as well as the master's programme to which it is related. As a rule, the study load of the programme will not exceed 60 ECTS credits.

#### **Article 2.3 Standardized pre-master's programmes for Higher Professional Education (HBO) graduates**

The Faculty offers a number of standard pre-master's programmes for Higher Professional Education (HBO) graduates, that are related to the following master's programmes:

- Human Resource Studies;
  - Leisure Studies;
  - Organisation Studies;
  - Sociology
1. The above-mentioned pre-master programmes can be taken by any student having completed a four-year HBO programme, as referred to in Part II of this Regulation, at the least, with the exception of the pre-master Leisure Studies, for which a different admissions procedure has been determined as of the academic year 2009/10. This procedure is being mentioned in article 2.7, third paragraph. In connection with this regulation, paragraph 3 of this article does not apply.
  2. There is no pre-master's programme for HBO-graduates in the field of Psychologie.
  3. In order to acquire admission to a master's programme (as referred to in this article) for which the positioning into a pre-master's programme is necessary, a written request has to be submitted to the examining board of the Faculty. The examining board evaluates whether admission can be granted to the pre-master's programme concerned, on the basis of the required HBO-certificate and the accompanying examination subjects list (if necessary provided through the list of marks).
  4. Admission to the pre-master's programme in question can only occur if one can be positioned in the corresponding pre-master's programme according to article 2.3, fourth paragraph.

## **Article 2.4 Pre-master programmes for foreign students**

For foreign students the Faculty offers some pre-master programmes in English. These programmes are related to the following master's programmes:

- Human Resource Studies;
  - Leisure Studies;
  - Organisation Studies;
  - Sociology
1. In order to acquire admission to a master's programme (as referred to in this article) for which the positioning into a pre-master's programme is necessary, a written request has to be submitted to the examining board of the Faculty. The Examining Board evaluates whether admission can be granted to the pre-master's programme concerned, on the basis of the required certificate and the accompanying examination subjects list (if necessary provided through the list of marks).
  2. Admission to the pre-master's programme in question can only occur if one can be positioned in the corresponding pre-master's programme according to article 2.4, first paragraph.

## **Article 2.5 Connecting programmes**

1. The Faculty has concluded agreements with the institutions for Higher Education, specifically mentioned in the next paragraphs of this article, concerning so-called connecting programmes. These are special pre-master's programmes, usually comprising 60 ECTS credits, that can be partially or completely taken by HBO students of the HBO institutions concerned during their HBO training. Agreement with Avans Hogeschool: Academie voor Management en Bestuur in 's-Hertogenbosch and the Academie voor Algemeen en Financieel Management in Breda for admission to the master's programme Organisation Studies.
2. Agreement with Avans Hogeschool: Academie voor Management en Bestuur in 's-Hertogenbosch en de Academie voor Algemeen en Financieel Management in Breda for admission to the master's programme Human Resource Studies.
3. Agreement with NHTV, programme Vrijtijdmanagement for admission to the master's programme Leisure Studies.

## **Article 2.6 Composition of the pre-master's programmes**

The pre-master's programmes, as referred to in articles 2.3, 2.4 and 2.5, comprise the courses and the accompanying study load, expressed in ECTS credits, that can be found in PART III of this regulation.

## **Article 2.7 Qualification for a pre-master's programme**

1. In order to qualify for one of the pre-master's programmes, as referred to in article 2.3, one must possess the certificate of one of the corresponding HBO programmes that are mentioned in PART II of this regulation. In order to qualify for the pre-master's programme Leisure Studies, however, paragraph 3 of this article applies.
2. In order to qualify for the pre-master's programmes, as referred to in article 2.4, one must possess the certificate of one of the corresponding HBO programmes that are mentioned in that article, first paragraph.
3. HBO-graduates that wish to be admitted to the pre-master's programme Leisure Studies, as referred to in article 2.3, have to submit themselves to an application procedure in which their eligibility for the master's programme Leisure Studies will be assessed. The application procedure can be found on the faculty's internet pages. In case an admission's request will be denied, the grounds on which this decision has been made shall refer to an applicants eligibility.
4. In order to qualify for one of the connecting programmes, as referred to in article 2.5, one has to be registered in one of the programmes mentioned in that article and moreover have fulfilled the

criteria as mentioned in the specific agreement. A selection of eligible students will be executed by representatives of the specific HBO institution and of the Faculty of Social and Behavioural Sciences.

#### **Article 2.8      Practical**

In as far as the courses of the pre-master's programmes of the Faculty of Social and Behavioural Sciences contain a practical in the way mentioned in article 1.2, paragraph 5, these practicals have been marked by the letter P in PART III of this regulation.

#### **Article 2.9      English Language**

1. In case of admission as referred to in article 2.4, one has to demonstrate a sufficient level of proficiency of the English language.
2. The requirement of sufficiently having mastered the English language, can be met by successfully taking the TOEFL or IELTS test. The TOEFL test has been successfully concluded if one achieves a minimum score of 550 (paper based), 213 (computer-based) or 80 (internet-based). The IELTS test has been successfully concluded if one achieves a minimum score of 6.0, whilst for none of the separate parts of the test a score lower than 5.5 is allowed.
3. In specific cases, the Examining Board can decide that the proficiency of the English language of a student who asks admission, meets the scores that are mentioned in article 2.8, second paragraph, without the student having submitted proof of such.

### **Chapter 3      The master's programmes**

#### **Article 3.1      Composition of the master's programmes**

The master's programmes of the Faculty of Social and Behavioural Sciences, discussed in this regulation, comprise the courses and accompanying study load, that can be found in PART IV of this regulation.

#### **Article 3.2      Practical**

In as far as the courses of the master's programmes of the Faculty of Social and Behavioural Sciences contain a practical in the way mentioned in article 1.2, paragraph 5, these practicals have been marked by the letter P in PART IV of this regulation.

### **Chapter 4      (Preliminary) Examinations of the programmes**

#### **Article 4.1      Compulsory order**

1. The master's programme shall be concluded with a master's thesis. This thesis has a study load of at least 24 ECTS credits. In the master's programme Psychologie en Geestelijke Gezondheid the master's thesis comprises 18 ECTS credits.
2. Permission to commence one's master's thesis can only then be granted, if the Individueel Onderzoeksvoorstel (Individual Research Proposal) had been successfully concluded.
3. A director of a master's programme can decide that admission to the master's thesis can only be acquired by obtaining a minimum number of ECTS credits. The amount of ECTS credits to be obtained shall not exceed the number of 12 ECTS credits. An entry requirement, as described here above, can only be imposed if the master's programme has at least a second starting moment, in any case at the beginning of the academic year, besides the usual starting moment at the beginning of the spring semester.

4. As far as specific entry demands for taking a course are requested, these will be mentioned in the Electronic Guide (ESG).
5. Students who have been positioned in a pre-master programme as referred to in article 2.3, paragraph 1 must have successfully concluded all courses of the pre-master programme, in order to take any preliminary examinations of the master programme, with the exception of 12 ECTS credits at the most. Among the not successfully concluded courses, there may be not more than one course MTO (Methodology).
6. Furthermore, students who have been positioned in a pre-master programme must have successfully concluded the course Testimonium Wiskunde (Mathematics test) in order to be able to conclude the course MTO-1 pre-master. If the course Testimonium Wiskunde has not been successfully concluded and for this reason one cannot conclude MTO-1 pre-master, a student will not be permitted to take any preliminary examinations of the master programme.
7. Notwithstanding paragraphs 5 and 6 of this article, students who have been positioned in an individual pre-master programme according to article 2.2 or in a pre-master programme as referred to in article 2.4 of this regulation, must have successfully concluded all courses of this programme before they will have permission to take any preliminary examinations of the master programme, unless the programme comprises exactly 60 ECTS credits. In this case, paragraphs 5 and 6 will apply.
8. When extraordinary circumstances have occurred the examining board can make exemptions to the regulation of paragraph 5, 6 and 7 of this article.

#### **Article 4.2      Periods and frequency of examinations**

1. The opportunity to take preliminary examinations in the courses listed in part III and IV is provided twice a year in every academic year in which the course in question is offered.
2. The first opportunity to take preliminary examinations takes place immediately after the semester in which a course is offered. The second opportunity for the courses of the fall semester starts in the last week of the exam period of the spring semester. The second opportunity for the courses of the spring semester is offered immediately following the second opportunity of the exam period of the fall semester.
3. Notwithstanding the provision in the first paragraph of this article, the opportunity to take a preliminary examination in a course that is not taught in a particular academic year, is offered to the students at least once.
4. Regarding the dates on which preliminary examinations and resits shall be taken the following applies:
  - a) The dates of written examinations and resits will be determined by the Education Office and published in the Electronic Guide (ESG).
  - b) The dates of oral examinations and resits will be determined through mutual consent between the instructor and the student concerned.
  - c) With regard to handing in assignments or papers that are part of a preliminary examination, the instructor will determine two dates for doing so (in accordance with the two opportunities a student has for the successful completion of a course). The dates of handing-in will be published in a manner that is clear to all students, ultimately at the start of the course.
5. The fourth paragraph, under c) of this article also applies to the master's thesis, with the understanding that the instructor may appoint the second opportunity for handing in the thesis in August.

#### **Article 4.3      Form of the preliminary examinations**

1. Except for the regulation of paragraph 3 of this article, in most cases, the preliminary examinations of courses listed in part III and IV are in the form of written preliminary examinations. A written preliminary examination can also take the form of a written assignment, a paper or essay, as well as an examination consisting of both written and oral elements.

2. For each course the exact form of examination is determined in the Electronic Guide (ESG). Ultimately at the start of the course the examiner announces additions or alterations of the examination in the Electronic Guide (ESG).
3. At the student's request, the examining board can allow a preliminary examination to be taken in a manner different from the announcement in the Electronic Guide (ESG).
4. Students with functional disorders are given the opportunity to take the preliminary examinations in ways that are adapted to their individual handicaps as much as possible. In the case this requires special facilities for taking an examination or a special form of examination, the student must submit a request to the examining board. If necessary, the examining board seeks expert advice before making a decision.

#### **Article 4.4 Oral preliminary examinations**

1. At oral preliminary examinations no more than one person at a time is given an examination, unless the examining board has decided otherwise.
2. An oral preliminary examination is held in public, unless, in a special case, the examining board or the examiner in question has decided otherwise, or if the student has raised an objection.

#### **Article 4.5 Determination and publication of the results of a preliminary examination**

1. Immediately after the oral examination has been held the examiner determines the result and provides the Education Office with the necessary information regarding the result. The examiner hands the student an authentic copy.
2. The examiner determines the result of a written preliminary examination within 15 working days after the day on which the examination has taken place.
3. Immediately after the determination of the result the examiner provides the Education Office with the necessary information regarding the result. The Education Office passes on the result to the Central Student Administration Office of the university who shall provide the student with a written proof of the result. The Central Student Administration Office provides for a correct registration of the result within a period of 5 working days.
4. With respect to preliminary examinations other than oral or written preliminary examinations the examining board may determine in advance in what way and within what period the student will receive a certificate pertaining to the result.
5. Results of preliminary examinations will not be published on any bulletin board, by means of Blackboard Course-Info (Learning system) or otherwise before the result has been handed to the Education Office by the examiner.
6. The official result of a written preliminary examination is made available on the Internet, the special pages concerning the consultation of study results.
7. When the result of a preliminary examination is being announced to the student he will also receive notice of his right to inspect his examination, as well as the right to appeal at the Examination Appeals Board.

#### **Article 4.6 Period of Validity**

1. As a rule, completed courses retain unlimited validity.
2. Notwithstanding the first paragraph the examining board may impose a complementary of substitute preliminary examination if a course has been completed more than five years ago, prior to allowing the student to take the bachelor's examination.
3. Regarding the period of validity of an exemption of a course, paragraphs 1 and 2 of this article apply.
4. If an instructor wishes to impose a period of validity to a test (partial examination) (for which, in accordance with the law, he is authorized) the actual period of validity must be announced ultimately at the beginning of the instructions of the course to which the test belongs.



#### **Article 4.7      Right of inspection**

1. During at least three weeks after the publication of the result of a written preliminary examination, a student may inspect his examined work on request. He may also request a copy of his work at cost price.
2. During the period mentioned in the first paragraph of this article, a student may take cognizance of the questions and assignments of the preliminary examination in question, as well as the standards applied in the assessment.
3. The examiner determines a fixed time and place for the inspection or cognizance. If the party concerned can prove that force majeure prevented him from appearing at that particular time and place, he will be offered another opportunity, if possible within the period mentioned in the first paragraph.

#### **Article 4.8      Exemption**

1. At the student's request and after hearing the examiner in question the examination board can exempt a student from a preliminary examination of a course, if the student
  - either has already completed a course of an academic or higher professional programme whose content, level and studyload sufficiently resembles the course in question;
  - either proves by working or professional experiences to sufficiently possess the knowledge and skills concerning the course in question.
2. In as far as the exemptions, mentioned in the first paragraph of this article, have been granted on the basis of successfully concluded course outside the University of Tilburg, they shall not exceed a maximum of 18 ECTS credits per student.

#### **Article 4.9      Examination**

1. The examination board determines the result of the master's examination, as soon as the student submits sufficient proof of preliminary examinations passed by him and of the academic skills thus acquired.
2. Before determining the result of the master's examination the examining board can start an inquiry into the knowledge of the student with regard to one or more courses or aspects of the master's programme if and in so far as the results of the preliminary examinations in question give cause to such an inquiry.
3. The result of the master's examination shall only then be determined if the student has successfully passed the bachelor's examination on the basis of which admission to the master's programme in question has been acquired.
4. If the student has been positioned in a pre-master programme as part of their master's programme, all courses of this pre-master programme must be successfully completed before the result of the master's examination can be determined.
5. If a student has taken a programme elsewhere, of which the certificate entitles to be admitted to the master's programme in question, all courses of that programme must be completed, before the result of the master's examination can be determined.

#### **Article 4.10      Optional subjects**

1. Optional subjects that are not a part of the compulsory programme of the master, can be mentioned on the master's certificate, if these subjects belong to a master's programme. As a rule no prior permission of the examining board is required in order to take a free optional subject into one's examination programme. However, prior permission of the examining board is required if one wants to take a free optional subject that is being offered by a foreign university.
2. Notwithstanding that which is stipulated in paragraph 1 the Faculty is not responsible for actual admission to courses of other Faculties or Universities. The student must find out for himself whether he will be admitted to the course in question.

#### **Article 4.11 Degree**

1. Those who have passed the master's examination are granted the degree "Master of Science (followed by the name of the programme in question)".
2. The degree conferred is registered in the certificate of the examination.

### **Chapter 5 Preliminary training and admission to master's programmes**

#### **Article 5.1 Admission committee**

1. Admission to a master's programme is assigned to the admission committee of the master's programme in question. The members of examining board constitute this committee.
2. The admission committee decides on the admission of all students of the master's programmes to which this regulation applies (see article 1.1).

#### **Article 5.2 Preliminary training and admission**

1. A master's programme has one starting moment, namely approximately september 1th, every year.
2. Admissible to a master's programme is the student who has successfully passed an examination of a connecting bachelor's programme.
3. Also admissible is the student having completed a specific HBO programme on the basis of which he is being positioned in a pre-master programme of the faculty (see more specifically article 2.7 and PART II).
4. Furthermore, a student who has qualified for one of the specific variants of the pre-master's programme of a connecting programme, as referred to in article 2.5, is admissible, in as far as he/she is in possession of the certificate of the HBO-programme in question, on the basis of which he/she has been admitted to the specific connecting programme.
5. Likewise admissible to the master's programmes Human Resource Studies, Leisure Studies, Organisation Studies and Sociology is the student who has successfully passed the examination of a non-connecting bachelor's programme of the Faculty of Social and Behavioural sciences, providing that he/she has taken successfully the minor programme of the connecting bachelor's programme.
6. Furthermore, admissible to the master's programme Human Resources Studies is also the student who has successfully completed the bachelor's programme Business Studies at the Faculty Economics and Business Administration, providing that the courses "Construction and Analysis of Questionnaires" and "Causal Analysis Techniques" have been completed.
7. Exclusively admissible to the master's programme Leisure Studies, variant Polis, is the student who has been selected by the admission's committee. This is applicable to Dutch as well as foreign students. A necessary admission's ground is the possession of a certificate of a bachelor's or equivalent certificate that is being considered as adequate by the admission's committee.
8. Furthermore admissible to the master's programme Psychologie en Geestelijke Gezondheid (Psychology and Mental Health) is the student who has successfully passed the examination of a non-connecting bachelor's programme, providing that he/she has successfully taken the minor programmes Klinische Gezondheidspsychologie (Clinical Health Psychology) and Cognitieve Neurowetenschappen (Cognitive Neuroscience), as well as the basic psychological subjects and the course Klinische vaardigheden (Clinical skills). In order to be admitted to the master's programme Social Psychology, apart from the minor programme of the connecting bachelor's programme, one must have passed the basic psychological subjects. These subjects are: Functieleer (Experimental Psychology), Hersenen en Gedrag (Brain and Behaviour), Ontwikkelingsleer (Developmental Psychology), Persoonlijkheidspsychologie (Psychology of Personality), Sociale Psychologie

- (Social Psychology) and Psychopathologie (Psychopathology).
9. Also admissible to the master's programmes is the student who has successfully completed a Dutch or foreign bachelor's programme, that in the opinion of the examining board may be considered equivalent to one of the programmes referred to in paragraph 2 of this article, or who possesses a certificate of an equivalent preliminary training.
  10. Additionally, the category of students referred to in the previous paragraph must satisfy any further requirements determined by the admission committee.

### **Article 5.3 Admission without certificate**

1. Notwithstanding the stipulation in article 5.2, paragraph 2, admission to the courses of the master's programmes in question without the bachelor's certificate is possible, if all courses of the connecting bachelor's programme have successfully been completed but for 12 ECTS credits. The courses that have not yet successfully been completed may not comprise more than one MTO course.
2. Notwithstanding that which is stipulated in article 5.2, paragraph 3, admission to the courses of the master's programmes in question is possible, if all courses of the pre-master programme have successfully been completed but for 12 ECTS credits. The courses that have not yet successfully been completed may not comprise more than one MTO course.
3. Notwithstanding that which is stipulated in article 5.2, paragraph 4 and unless it has been determined otherwise in the specific agreement, admission to the courses of the master's programme in question is only possible if the student has successfully completed all courses of the pre-master's programme but for 12 ECTS credits. The courses that have not yet successfully been completed may not comprise more than one MTO course.
4. Notwithstanding that which is stipulated in article 5.2, paragraphs 5, 6 and 8, admission to the courses of the master's programmes in question without the bachelor's certificate is possible, if all courses of the non-connecting bachelor's programme and all other compulsory courses have successfully been completed but for 12 ECTS credits. The courses that have not yet successfully been completed may not comprise more than one MTO course.
5. In case of special circumstances the admission committee can deviate from the statements of the previous paragraphs in favour of the student.

### **Article 5.4 Admission inquiry: procedure**

1. A request to be admitted to a master's programme can be submitted to the admission committee at any moment during the academic year, but the actual start of a programme will always be approximately September 1st of the year.
2. The admission committee takes a decision on an admission request within six weeks after it has been submitted.
3. Considering the admission, as referred to in article 5.2, paragraph 9, the admission committee makes an inquiry into the knowledge, insight and skills of the candidate. To complement written proof of the training programme(s) of the candidate, the committee may decide to have certain knowledge and skills tested by experts within or outside the university.
4. With regard to the admission inquiry, as referred to in paragraph 3 of this article, foreign students must, in case of an English master's programme, present proof that one has successfully completed the TOEFL or IELTS test. For the TOEFL test this means a minimum score of 577 (paper based), 233 (computer based) or 90 (internet based). For the IELTS test this means a minimum score of 6.5, whilst for none of the separate parts of the test a score lower than 5.5 is allowed.
5. The requirement of sufficient mastering the Dutch language – in case of the admission to a Dutch master's programme based on a foreign certificate – is met if one disposes of the following certificates:
  - State examination Dutch as a second language programme II;
  - Certificate Dutch as a foreign language;

- “Zeugnis der Allgemeinen Hochschulreife” at the condition that the subject Dutch has been taken to the year of the final examination (year 13) inclusive.
- 6. Admission is granted subject to the condition that the candidate, at the latest on the starting date of the programme, meets the requirements, referred to in paragraph 4 and 5 of this article, with respect to knowledge and skills as evidenced by the certificates of the training programmes attended.
- 7. In specific cases, the Examining Board can decide that the proficiency of the English language of a student who asks admission, meets the scores that are mentioned in article 5.4, fourth paragraph, without the student having submitted proof of such.
- 8. In specific cases, supplementary demands concerning the English or Dutch proficiency can be imposed on students who have met the requirements as referred to in article 5.4, fourth or fifth paragraph.
- 9. In the written statement with respect to admission, the student is alerted to the possibility of appeal to the examination appeals board.

#### **Article 5.5 Registration after the start of the academic year**

In accordance with Article 2.4 of the Regulation Registration and Tuition Fee, students who want to register one or more months later than the start of the academic year or the start of the programme in question, have to get permission by the Governing Board of the University of Tilburg. As part of the decision process the Board will request of the Faculty or the examining board to hand a written declaration that registration at this stage does not come across any didactic objections. The Faculty or the examining board that finds that the student cannot fit in anymore into the programme at that point, has to give reasons for this in writing. Within a period of six weeks a written objection can be submitted against a dismissive decision at the Examination Appeals Board.

## **Chapter 6 Programme Counselling**

### **Article 6.1 Study progress administration**

1. The Centrale Studentenadministratie (DEA-SA, “Central Student Administration”) registers the students’ individual course results.
2. DEA-SA supervises the accessibility of the study progress data on the Internet, as well as the information on this matter.

### **Article 6.2 Counselling**

1. The Faculty ensures sufficient counselling regarding the master’s programme for which a student is registered. The Faculty assigns this task to the Education Office or the Departments in charge of the master’s programme.
2. If the University has granted the status of top-class sportsman/woman to a student registered in one of the bachelor’s programmes of the Faculty, the Faculty will try to support this student in practising his/her sport, within reasonably attainable boundaries, by providing additional counselling and facilities with regard to tests and preliminary examinations, as well as exemption from specific obligations within the programme. Students to whom the top-class sportstatus has been granted and who wish to use any of these facilities, have to contact the Faculty Academic Advisor at the beginning of the academic year at the latest, in order to draw up a studyplan.

## **Chapter 7 Transitional and final provisions**

### **Article 7.1 Inflow from an “old-style” programme**

The candidate can make a request to the examination board that study results for “Old-style” courses may be marked as exemptions for corresponding “new-style” courses.

### **Article 7.2 Transitional provisions**

1. For all courses of the Teaching and Examination Regulation of the academic year 2008-2009 that will expire at the beginning of the academic year 2009-2010 and for which no replacements in accordance with this Regulation have been pointed out, at least one opportunity to take a preliminary examination will be offered in the academic year 2009-2010. An overview of these courses is presented in PART V of this regulation. Only those students that have taken this opportunity and have not yet successfully concluded such a course, can apply for possible additional resits thereafter.
2. Any student who has not yet successfully concluded a course after the last opportunity for a preliminary examination has taken place, must, for the continuation of his programme, replace this course by a course of the corresponding new programme, in accordance to the transition schedule that can be found in PART V of this regulation.

### **Article 7.3 General severity clause**

In case of the occurrence of iniquities of a preponderant nature, in individual cases the Examination Board is entitled to make an exception to the Teaching and Examination Regulation.

### **Article 7.4 Changes**

1. Changes of this Regulation will be determined by the Dean by means of separate decrees, after hearing the programme committee and the managing director of the programme concerned, and after consultation of the Faculty council.
2. A change of this Regulation may not concern the present academic year, unless this does not unreasonably impair the interests of students.
3. A change of this Regulation cannot impair any other decision that has previously been taken in accordance with this Regulation regarding a specific student.

### **Article 7.6 Publication**

1. The Dean takes care of a suitable announcement of this Regulation, of the rules and guidelines laid down by the examining board, and of any change of these documents.
2. Through the Faculty Web pages, any interested person can take cognizance of the documents referred to in the first paragraph.

### **Article 7.7 Date of commencement**

This Regulation comes into operation September 1, 2009.

Laid down by the Dean, June 4, 2009.

## PART II     ADMISSION GRANTING HBO PROGRAMMES

In order to be eligible for the qualification for any of the pre-master's programmes of the Faculty of Social and Behavioural Sciences one must possess the certificate of one of the following HBO programmes:

Qualification for the pre-master's programme **Organisation Studies** can be obtained through the certificate of one of the following HBO programmes:

- Accountancy
- Agrarische bedrijfskunde
- Algemene juridische economie
- Bedrijfseconomie
- Bedrijfskunde
- Bedrijfskundige informatica
- Bestuurskunde
- Commerciële Economie
- Economisch linguïstische opleiding (of : International Business and Language)
- Facilitair management
- Fiscale economie
- Management, economie en recht
- Hogere Europese Beroepenopleiding
- Hogere hotelschool
- International Business and Management Studies
- KMA II
- Opl. Ler. VO 2<sup>e</sup> gr. bedrijfseconomie
- Personeel en arbeid
- Personeel en organisatie
- Small business and Retail Management
- Sport, economie en communicatie
- Technische bedrijfskunde
- Vrijtijdmanagement NHTV/Leisure Management

Qualification for the pre-master's programme **Human Resource Studies** can be obtained through the certificate of one of the following HBO programmes:

- Accountancy
- Agrarische bedrijfskunde
- Algemene juridische economie
- Bedrijfseconomie
- Bedrijfskunde
- Bedrijfskundige informatica
- Beroepskeuzeadvies en arbeidsbemiddeling
- Bestuurskunde
- Commerciële economie
- Communicatie
- Economisch linguïstische opleiding (of: International Business and Languages)
- Facilitair management
- Fiscale economie
- Hogere Europese Beroepenopleiding
- Hogere hotelschool
- Hogere informatica
- KMA II
- Opl. Ler. VO 2<sup>e</sup> gr. bedrijfseconomie
- Personeel en arbeid
- Personeel en organisatie
- Scheepsbouwkunde (INHOLLAND)
- Sport, economie en communicatie
- Technische bedrijfskunde
- Vrijetijdmanagement NHTV/Leisure Management
- Werktuigbouwkunde

As from the academic year 2009/10, for the qualification for the pre-master's programme **Leisure Studies** a different admission's procedure applies. This procedure can be found in article 2.7, paragraph 3. As a consequence, the sofar existing list of admission granting HBO programmes has been discontinued.

Qualification for the pre-master's programme **Sociology** can be obtained through the certificate of one of the following HBO programmes:

- Culturele en maatschappelijke Vorming
- Maatschappelijk Werk en Dienstverlening
- Maatschappijleer: lerarenopleiding
- Personeel en Arbeid
- Social Work
- Sociale Studies
- Sociaal Pedagogische Hulpverlening



## PART III COMPOSITION OF THE PRE-MASTER'S PROGRAMMES

### PRE-MASTER ORGANISATION STUDIES

(article 2.3)

Code	Course		Ects
441074	Organisation Theory		6
441058	Strategic Decision Making		6
441081	Innovation and Organisation		6
424201	Causal Analysis Techniques	P	6
424240	Qualitative Research Methods		6
441080	Empirical Research Pre-master Organisation Studies		12
441057	Relations and Networks of Organisations	P	6
441079	Organisation Development	P	6
424202	Construction and Analysis of Questionnaires	P	6

### PRE-MASTER ORGANISATION STUDIES for FOREIGN STUDENTS

(article 2.4)

Code	Course		Ects
424241	Causal Analysis Techniques for Foreign Students		6
441074	Organisation Theory		6
441058	Strategic Decision-Making		6
441081	Innovation and Organisation		6
424012	Qualitative Research Methods for Foreign Students		6
424012	MTO-03-Pre-master: Quality Research Methods for Foreign Students		6
441080	Empirical Research Pre-master Organisation Studies		12
441057	Relations and Networks of Organisations	P	6
441079	Organisation Development	P	6

### PRE-MASTER ORGANISATION STUDIES for AVANS STUDENTS

(article 2.5)

Code	Course		Ects
441074	Organisation Theory		6
441058	Strategic Decision Making		6
441081	Innovation and Organisation		6
424201	Causal Analysis Techniques	P	6
424240	Qualitative Research Methods		6
441080	Empirical Research Pre-master Organisation Studies		12
441057	Relations and Networks of Organisations	P	6
441079	Organisation Development	P	6
424202	Construction and Analysis of Questionnaires	P	6

P = Practical, cf. article 2.8

## PRE-MASTER HUMAN RESOURCE STUDIES

(article 2.3)

Code	Course		Ects
760009	Strategic Human Resource Management		6
760011	Social Relations in Organisations 1	P	6
760113	Work Climate Practicum	P	6
424201	Causal Analysis Techniques	P	6
424240	Qualitative Research Methods		6
760433	Research in Human Resource Studies (Pre-master)	P	12
760031	Work, Well-being and Performance		6
400001	Business Administration *		6
424202	Construction and Analysis of Questionnaires	P	6

\* Students who possess a HEAO certificate are allowed to choose the course Sociale Relations in Organisations 2 (760028) or Arbeidsrecht (760006) instead of Business Administration.

## PRE-MASTER HUMAN RESOURCE STUDIES for FOREIGN STUDENTS

(article 2.4)

Code	Course		Ects
424241	Causal Analysis Techniques for Foreign Students	P	6
30B301	Human Resource Management		6
760017	Individual Assessment in Organisations		6
760113	Work Climate Practical	P	6
424012	Qualitative Research Methods for Foreign Students		6
424242	Construction and Analysis of Questionnaires for Foreign Students		6
760433	Research in Human Resource Studies (Pre-Master)	P	12
760031	Work, Well-being and Performance		6
760028	Social Relations in Organisations 2 *		6
400001	Business Administration *		6

\* A Choice of 1 out of 2. For students who do not possess a economical training, the course Business Administration (400001) is obligatory.

## PRE-MASTER HUMAN RESOURCE STUDIES for AVANS STUDENTS

(article 2.5)

Code	Course		Ects
760009	Strategic Human Resource Management		6
760011	Social Relations in Organisations 1	P	6
760113	Work Climate Practicum	P	6
424201	Causal Analysis Techniques	P	6
424240	Qualitative Research Methods		6
760433	Research in Human Resource Studies (Pre-master)	P	12
760031	Work, Well-being and Performance		6
400001	Business Administration		6
424202	Construction and Analysis of Questionnaires	P	6

P = Practical, cf. article 2.8

## PRE-MASTER LEISURE STUDIES

(article 2.3)

Code	Course		Ects
451214	Understanding Leisure		6
451215	Research Project Leisure and Human Development		6
451112	Labour, Care and Leisure		6
424201	Causal Analysis Techniques	P	6
424240	Qualitative Research Methods		6
451024	Research Practical Leisure Participation		12
451213	Organising Leisure		6
450028	Leisure and Urban Development		6
424202	Construction and Analysis of Questionnaires	P	6

## PRE-MASTER LEISURE STUDIES for FOREIGN STUDENTS

(article 2.4)

Code	Course		Ects
424241	Causal Analysis Techniques for Foreign Students		6
450214	Understanding Leisure		6
450215	Research Project Leisure and Human Development		6
451112	Labour, Care and Leisure		6
424012	Qualitative Research Methods for Foreign Students		6
424242	Construction and Analysis of Questionnaires for Foreign Students		
451024	Research Practical Leisure Participation		12
451213	Organising Leisure		6
450028	Leisure and Urban Development		6

## PRE-MASTER LEISURE STUDIES for NHTV STUDENTS VTM

(article 2.5)

Code	Course		Ects
451112	Labour, Care and Leisure		6
424201	Causal Analysis Techniques	P	6
424240	Qualitative Research Methods		6
451024	Research Practical Leisure Participation		12
451213	Organising Leisure		6
450028	Leisure and Urban Development		6
424202	Construction and Analysis of Questionnaires	P	6

P = Practical, cf. article 2.8

## PRE-MASTER SOCIOLOGY

(article 2.3)

Code	Course		Ects
400135	Contemporary Sociological Theories	P	6
400146	Social Networks and Relationships	P	6
421003	Key Questions in Sociology	P	6
424201	Causal Analysis Techniques	P	6
424240	Qualitative Research Methods		6
400144	Theme: Ethnic Relations	P	6
431050	Theory & Research: Ethnic Relations	P	6
400990	Bachelor's Thesis Sociology		12
424202	Construction and Analysis of Questionnaires	P	6

## PRE-MASTER SOCIOLOGY for FOREIGN STUDENTS

(article 2.4)

Code	Course		Ects
424241	Causal Analysis Techniques for Foreign Students		6
400140	Theme: Values and Norms		6
400142	Theory & Research: Values and Norms		6
400135	Contemporary Sociological Theories	P	6
424012	Qualitative Research Methods for Foreign Students		6
424242	Construction and Analysis of Questionnaires for Foreign Students		6
421061	Group Dynamics		6
400990	Bachelor's Thesis Sociology	P	12
431049	Theme: Culture, Society and History		6

P = Practical, cf. article 2.8

## PART IV COMPOSITION OF THE MASTER'S PROGRAMMES

### MASTER'S PROGRAMME ORGANISATION STUDIES

Code	Course		Ects
440800	Societal Developments and Institutions	P	6
440801	The Strategy Process		6
440802	Organisational Dynamics	P	6
440803	Complexity within Organisations		6
440804	Interorganisational Relationships	P	6
440805	Master's Seminar Organisation Studies, inclusief IOV (3)	P	6
440990	Master's Thesis Organisation Studies	P	24

An alternative composition of the programme Organisation Studies is the master's track **Organisation of Cultural Diversity**. This programme comprises the following courses and accompanying study load:

Code	Course		Ects
440811	Organisation of Cultural Diversity	P	6
760802	Management of Diversity		6
440802	Organisational Dynamics	P	6
440810	Cultural Identity in Interaction	P	6
440809	Cultural Diversity in Societal Institutions		6
440805	Master's Seminar Organisation Studies, inclusief IOV (3)	P	6
440990	Master's Thesis Organisation Studies	P	24

### MASTER'S PROGRAMME HUMAN RESOURCE STUDIES

Code	Course		Ects
760800	Human Resources Studies		6
760032	Human Resource Technology Skills		3
	Optional course: 1 out of the following 4:		6
760801	Strategic Human Resource Development		6
760802	Management of Diversity		6
760812	Human Resource Metrics and –Valuation		6
760809	International Human Resource Management		6
760813	Individual Research Proposal HRS		3
760811	Personal and Organisational Change Skills, comprising Personal Skills (3) and Organisational Skills (3)	P	6
760991	Master's Thesis Human Resource Studies	P	24

### MASTER'S PROGRAMME LEISURE STUDIES

Code	Course		Ects
450809	Dynamics in the Leisure Industries	P	6
450810	Innovating Leisure Organisations and Networks		6
450802	Leisure and Space in the Information Society		6
450803	Leisure Policies: State, Market and Community	P	6
450808	Contemporary Themes in Sport, Tourism and Culture	P	6
450805	Seminar Leisure Studies, including IOV (3) and study of literature	P	6
450990	Master's Thesis: Leisure Studies		24

P = Practical, cf. article 3.2

## MASTER'S PROGRAMME LEISURE STUDIES, variant POLIS

Code	Course		Ects
450060	European Studies		5
450069	Thesis		30
450095	Culture, Conflict and the City		5
450101	Popular Urban Cultures		5
450103	Urban Interventions		10
450107	Urban Social Geography		5
450802	Leisure & Space in the Information Society		3
450809	Dynamics in the Leisure Industry		3
450811	Landscapes of Creativity		4

## MASTER'S PROGRAMME PSYCHOLOGIE EN GEESTELIJKE GEZONDHEID (PSYCHOLOGY AND MENTAL HEALTH)

The master's programme Psychologie en Geestelijke Gezondheid has the following two tracks: **Geestelijke gezondheid bij volwassenen** (Mental Health in Adults) en **Kinder- en Jeugdpsychologie** (Child and Youth Psychology). Each track consists partially of common courses and partially of two differentiation courses.

Code	Course		Ects
	<b>Common courses</b>		
500995	Masterstage Psychologie en geestelijke gezondheid	P	18
500806	Diagnostics		6
500807	Treatment		6
500998	Master's Thesis Psychologie en geestelijke gezondheid (including Onderzoeksvaardigheden and IOV)	P	18
	<b>Track: Geestelijke gezondheid bij volwassenen</b>		
500840	Clinical Psychology		6
500837	Emotions and Well-being		6
	<b>Track Kinder- en jeugdpsychologie</b>		
500839	Mental Health Practices for Children and Adolescents		6
500838	Infant Mental Health		6

## MASTER'S PROGRAMME SOCIAL PSYCHOLOGY

The master's programme of Social Psychology comprises the following three tracks: **Social Psychology** (SP), **Economical Psychology** (ECO) and **Work- and Organisational Psychology** (WOP). The tracks SP and ECO consist partially of common courses and partially of two differentiation courses; the track WOP differs completely from the former two.

Code	Course		Ects
	<b>Track Social Psychology</b>		
500846	Social Influence	P	6
500812	Social Psychological Theories		6
500810	Social Psychology of Economic Behaviour	P	6
500814	Affective Processes	P	6
500815	Research Methods for Professional Psychologists, including IRP (3)	P	6
500997	Master's Thesis Social Psychology		30
	<b>Track Economical Psychology</b>		
500846	Social Influence	P	6
500810	Social Psychology of Economic Behaviour	P	6
500817	Communication, Media and the Internet	P	6
500813	Consumer Psychology	P	6
500815	Research Methods for Professional Psychologists, including IRP (3)	P	6
500997	Master's Thesis Social Psychology		30
	<b>Track Work and Organisational Psychology</b>		
500844	Personnel Psychology	P	6
500841	Work Group Psychology	P	6
500842	Leadership and Organisation	P	6
500843	Occupational Health Psychology	P	6
500845	Research Methods in Work and Organisational Psychology, including IRP (3)	P	6
550890	Master's Thesis Work and Organisational Psychology		30

## MASTER'S PROGRAMME SOCIOLOGY

Code	Course		Ects
400807	Labour Market, Inequality and Income Dynamics	P	6
400801	Solidarity and Social Policy		6
400810	Recent Advances in Sociology	P	6
400808	Life Course Analysis		6
400809	Micro-Macro Analysis	P	6
400804	Master's Seminar Sociology: Individual Research Proposal (3) and Academic Writing in English for Sociology (3)	P	6
400991	Master's Thesis Sociology		24

P = Practical, cf. article 3.2

## PART V TRANSITIONAL PROVISIONS

In accordance with article 7.2, paragraph 1, for the following courses that expire at the beginning of the academic year 2009-2010, no replacements have been pointed out:

### Pre-master Leisure Studies

Code	Course
451026	Leisure and Policy
451009	Leisure and Marketing
451029	Leisure, Organisation and Management

### Master Human Resource Studies

Code	Course
760810	Research in Human Resource Issues

In accordance with article 7.2, paragraph 2, for the courses that have expired in previous years, the following courses have been pointed out as replacements:

## PRE-MASTER'S PROGRAMMES

### Human Resource Studies

For students of the pre-master's programme Human Resource Studies (cohort 2003-2004) the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
760010	Inzetbaarheid en ontwikkeling	6	760010	Inleiding Human Resource Development	6

For students of the pre-master's programme Human Resource Studies the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
760019	Human Resource Costing and Accounting	6	400001	Business Administration	6
424003	Policy and Evaluation Research	6	424240	Qualitative Research Methods	6

For students of the pre-master Human Resource Studies for Foreign Students the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
424011	Statistics and Research Methods for Foreign Students	12	424241	Causal Analysis Techniques for Foreign Students	6
			+		
			424242	Construction and Analysis of Questionnaires for Foreign Students	6



## Leisure Studies

For students of the pre-master's programme Leisure Studies (2003-2004) the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
450111	Allocation and Spending of Time	6	450112	Labour, Care and Leisure	6

For all students of the pre-master's programme Leisure Studies the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
424003	Policy and Evaluation Research	6	424240	Qualitative Research Methods	6

For students of the pre-master Leisure Studies for Foreign Students the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
424011	Statistics and Research Methods for Foreign Students	12	424241	Causal Analysis Techniques for Foreign Students	6
			424242	Construction and Analysis of Questionnaires for Foreign Students	6

## Organisation Studies

For students of the pre-master's programme Organisation Studies the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
424003	Policy and Evaluation Research	6	424240	Qualitative Research Methods	6
441072	Innovation and Change	6	441081	Innovation and Organisation	6

For students of the pre-master Organisation Studies for Foreign Students the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
424011	Statistics and Research Methods for Foreign Students	12	424241	Causal Analysis Techniques for Foreign Students	6
			424242	Construction and Analysis of Questionnaires for Foreign Students	6

## Sociology

For students of the pre-master's programme Sociologie the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
424003	Policy and Evaluation Research	6	424240	Qualitative Research Methods	6

For students of the pre-master Sociology for Foreign Students the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
424011	Statistics and Research Methods for Foreign Students	12	424241 +	Causal Analysis Techniques for Foreign Students	6
			424242	Construction and Analysis of Questionnaires for Foreign Students	6

## MASTER'S PROGRAMMES

### Human Resource Studies

For students of the master's programme Human Resource Studies the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
760804	HRS Research Seminar : IOV (3), Personal Skills (3), Themaveldgroep (3)	12	760810	Research in HRS Issues	6
			760811	Personal and Organisational Skills	6
760803	Human Capital Valuation	6	760812	Human Resource Metrics and –Valuation	6

### Leisure Studies

For students of the master's programme Leisure Studies the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
450801	Marketing and management in the Leisure Economy	6	450810	Innovating Leisure Organisations and Networks	6

### Sociology

For students of the master's programme Sociology the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
400803	Theory and Research: Dynamic Analysis of Individualisation Processes	6	400808	Life Course Analysis	6
400806	Theory and Research: Inequality and Transfer	6	400809	Micro-Macro Analysis	6

### Psychologie en Geestelijke Gezondheid

For students of the master's programme Psychologie en Geestelijke Gezondheid the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
500801	Mental Health: Children and Adolescents	6	500839	Mental Health Practices for Children and Adolescents	6

## Social Psychology

For students of the master's programme Social Psychology, the following transitional provisions apply:

### Track Arbeid en Organisatie Psychologie (new name Work and Organisational Psychology)

Code	Cancelled course	Ects	Code	Replaced by	Ects
500818	High Performance and Well-being	6	500842	Leadership and Organisation	6
500811	The Individual in the Organisation	6	500844	Personnel Psychology	6
500809	Social Psychology of Organisational Behaviour	6	500841	Work Group Psychology	6

### Track Sociale Psychologie

Code	Cancelled course	Ects	Code	Replaced by	Ects
500809	Social Psychology of Organisational Behaviour	6	500846	Social Influence	6

### Track Economische Psychologie

Code	Cancelled course	Ects	Code	Replaced by	Ects
500809	Social Psychology of Organisational Behaviour	6	500846	Social Influence	6