

**Teaching and Examination Regulations 2013-2014**

**Bachelor's Programs**

**Organisatiewetenschappen, Personeelwetenschappen,  
Psychologie en Sociologie**

**Tilburg School of Social and Behavioral Sciences**

**Tilburg University**

## **Contents:**

<b>PART I</b>	<b>GENERAL</b>	<b>3</b>
1.	General Provisions	3
2.	Organization of the programs	4
3.	The propaedeutic phase of the bachelor's programs	5
4.	The post-propaedeutic phase of the bachelor's programs	5
5.	(Preliminary) Examinations of the programs	7
6.	Previous education, admission	11
7.	Optional subjects	12
8.	Program Counseling	12
9.	Binding academic recommendation regarding the continuation of studies	13
10.	Transitional and final provisions	14
<b>PART II:</b>	<b>COMPOSITION OF THE PROGRAMS</b>	<b>16</b>
<b>PART III:</b>	<b>TSB MINORS</b>	<b>21</b>
<b>PART IV:</b>	<b>TRANSITIONAL PROVISIONS</b>	<b>23</b>

# **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 Bachelor's programs:

- Organisatiewetenschappen (Organization Studies),
- Personeelwetenschappen (Human Resource Studies),
- Psychologie (Psychology),
- Sociologie (Sociology),

henceforth to be called: "the programs". They are provided within the Tilburg School of Social and Behavioral Sciences of Tilburg University, henceforth to be called "the School".

Admission to the bachelor's program Vrijetijdwetenschappen (VTW) has ended on September 1<sup>st</sup>, 2009. All presently enrolled VTW students will be given ample opportunity to finish the program adequately.

For students who have been registered in a bachelor's programma for the first time on September first, 2011 or earlier, the program of the Teaching and Examination Regulation of the first year of their registration remains applicable. However, in as far as modifications in these programs have occurred that will be applicable for them as well, these can be found in the transitional provisions of this Teaching and Examination Regulation, as presented in Chapter 10 and Part IV. The current applicable programs for all groups of students can be found in the Electronic Study Guide (ESG).

### **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 programs;
3. Propaedeutic phase: the part of the Bachelor's program, referred to in article 7.8 of the law
4. Post-propaedeutic phase: the part of the program, following the propaedeutic phase;
5. Course: an educational unit of the program, in the sense intended by the law;
6. Optional course: a course that can be freely chosen by a student, providing that the program he is registered to allows for space to do so;
7. Extra optional course: a course that can be chosen on top of the compulsory program;
8. 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;
9. Examination: the Bachelor's examination of the program;
10. Preliminary examination: examination of a particular course;
11. Test: a part of a preliminary examination;
12. Examination Board: a board established by the Dean of the Tilburg School of Social and Behavioral Sciences in correspondence with the law, article 7.12;
13. Examiner: person responsible for administering and assessing (preliminary) exams;
14. Study unit: part of the academic year that divides the year into four parts. A study unit consists of a minimum of seven weeks of instruction followed by one or two weeks of examinations and re-examinations. After the fourth study-unit sufficient time must be available for the execution of a binding recommendation regarding the continuation of studies.

15. Academic year: time period starting about september the first, and ending about august, 31 of the following year;
16. Ects-credits: credit points in accordance with the European Credit Transfer System;
17. Major: the program of the post-propaedeutic phase with the exception of the minor, comprising 102 ECTS credits;
18. Minor: a coherent set of course comprising 18 ECTS credits.
19. Differentiation: a specialized coherent package educational units in the bachelorprogram Psychology, comprising 36 ECTS credits, including the minor and the three course of the major.

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

### **Article 1.3 Aim of the programs**

The aim of the programs are as follows:

- the acquisition of knowledge, skills and insight in the field of Organisatiewetenschappen, Personeelwetenschappen, Psychologie of Sociologie;
- academic training;
- preparation for a continued student career, including the right to unconditional access to at least one Master's program at Tilburg University. To which Master's program the bachelors program will give admission is listed in chapter 4.  
The goals of the programs will need to be achieved particularly through the realization of the goals set for each program.

## **CHAPTER 2 ORGANIZATION OF THE PROGRAMS**

### **Article 2.1 Form of the programs**

All programs of the School are taught on a full-time basis.

### **Article 2.2 Academic training**

The bachelor's programs must include a sufficient number of elements for the acquisition of an academic attitude, especially with respect to:

- the ability to think and act independently, and communicate scientifically;
- deepening the understanding of the relationship between science and the philosophical and cultural traditions of society, operationalised, among other things, in philosophical subjects with a study load of 12 ECTS credits, in every program.

### **Article 2.3 Composition of the programs**

1. All bachelor's programs consist of a propaedeutic and a post-propaedeutic phase. The propaedeutic phase (the first year) comprises 60 erts credits. The propaedeutic phase does not have a propaedeutic examination. The composition of each bachelor's program is being mentioned in Chapter 3 and Part II of this regulation.
2. The post-propaedeutic phase (the second and third year) of each program consists of:
  - a major of 102 erts credits;
  - a minor of 18 erts credits.
 As for the diffentiations within the bachelor's program Psychology, see also article 4.4.
3. The composition of the major of each bachelor's program is being mentioned in Chapter 4 of this regulation. An overview of the minors being offered in the School of Social Sciences can be found as well in Chapter 4 and Part II of this regulation.
4. A student may choose a non-standard composition of the minor component in the post-propaedeutic phase. This is a free minor. Students in the "Maatschappijwetenschappen" (MAW) sector may choose a free minor of 18 ECTS credits. Psychology students are allowed to choose a free minor to a maximum of three of the course of their differentiation, 18 ECTS credits in total. For this, no separate permission of the Examination Board is required, except for the statements in article 4.5, paragraph 3. Furthermore, when composing a minor the student must meet the demands as stated in article 4.5, paragraphs 7 to 12.
5. Each bachelor's program will be concluded by a bachelor's examination.

#### **Article 2.4 Free program**

In accordance with article 7.3d of the Law a student has the right to draw up a free program consisting of courses that are being taught inside or outside the School. Such a program must be approved by the examining board. The board's decision shall include to which program it belongs to. A free program must be applied for if a student wishes to alter three courses of a program or more.

#### **Article 2.5 Study load**

1. The study load is expressed in ECTS credits. 1 ECTS credit represents a study load of 28 hours.
2. The bachelor's programs comprise a study load of 180 ECTS credits.
3. The propaedeutic phase comprise a study load of 60 ECTS credits.
4. The study load of a course amounts to 6 ECTS credits as a rule.

### **CHAPTER 3 THE PROPAEDEUTIC PHASE OF THE BACHELOR'S PROGRAMS**

#### **Article 3.1 Composition of the propaedeutic phase of the bachelor's programs**

The propaedeutic phase of the bachelor's programs of the School comprises the courses and accompanying study load, expressed in ECTS credits, that can be found in PART II of this regulation.

#### **Article 3.2 Practical**

In as far as the courses of the propaedeutic phase of the bachelor's programs of the Tilburg School of Social and Behavioral Sciences contain a practical in the way mentioned in article 1.2, paragraph 8, these practicals have been marked by the letter P in PART II of this regulation.

### **CHAPTER 4 THE POST PROPAEDEUTIC PHASE OF THE BACHELOR'S PROGRAMS**

#### **Article 4.1 Composition of the post-propaedeutic phase of the bachelor's program's**

The post-propaedeutic phase of the bachelor's programs of the Tilburg School of Social and Behavioral Sciences comprises the courses and accompanying study load, expressed in ECTS credits, that can be found in PART II of this regulation.

#### **Article 4.2 Practical**

In as far as the courses of the post-propaedeutic phase of the bachelor's programs of the School of Social and Behavioural Sciences contain a practical in the way mentioned in article 1.2, lid 8, these practicals have been marked by the letter P in PART II of this regulation.

#### **Article 4.3 Unconditional admittance to a Master's program**

1. The examination certificate of the bachelor's program Organisatiewetenschappen allows the student to be unconditionally admitted to the master's program Organization Studies.
2. The examination certificate of the bachelor's program Personeelwetenschappen allows the student to be unconditionally admitted to the master's program Human Resource Studies.
3. The examination certificate of the bachelor's program Psychologie allows the student to be unconditionally admitted to the master's program Psychologie en Geestelijke Gezondheid, providing that one has completed the differentiation Psychologie en Gezondheid, as referred to in article 4.4.
4. The examination certificate of the bachelor's program Psychologie allows the student to be unconditionally admitted to the master's program Social Psychology, providing that one has completed the differentiation Psychologie en Maatschappij, as referred to in article 4.4. Moreover, one can be admitted unconditionally to the aforementioned master's program providing that one has completed at least the minor Sociale en Culturele Psychologie, as mentioned in article 4.5 however instead of the course Cultural Psychology for non psychology Students( 422069) one needs to finish the course Political Psychology (500178). However, it is highly recommended to take the complete differentiation of six courses, named Psychologie en Maatschappij.
5. The examination certificate of the bachelor's program Sociologie allows the student to be unconditionally admitted to the master's program Sociology.
6. The examination certificate of the bachelor's program Vrijetijdwetenschappen allows the student to be unconditionally admitted to the master's program Leisure Studies.

#### **Article 4.4 Differentiations of the bachelor's program Psychologie**

1. In the bachelor's program Psychologie two differentiations of six courses are being offered: the Differentiation Psychologie en Gezondheid (Psychology and Health) and the Differentiation Psychologie en Maatschappij (Psychology and Society). Students who choose one of these two differentiations have fulfilled the obligation of taking a minor. The composition of the two differentiations can be found in PART II of this regulation.
2. In accordance to article 2.3, fourth paragraph, for bachelor students Psychology it is also possible to choose a free minor to a maximum of three courses of their differentiation. In doing so however, the unconditional admission to a master's program in the field of Psychology cannot be guaranteed. The prerequisites that must be met can be found in paragraphs 3 and 4 of article 4.3. If a bachelor's student Psychology chooses to compose a free minor, paragraphs 2 until 12 of article 4.5 are applicable.
3. At least one month before the start of the third study unit of the second year of their bachelor's program students Psychology must enroll in the differentiation of their choice.
4. If students want to change their differentiation at a later time, they have register this immediately in the Personal Study Guide (ISG).

#### **Article 4.5 Choice of a Minor**

1. In the post-propaedeutic phase of the bachelor's program of the Tilburg School of Social and Behavioral Sciences, students can choose between one of the following standardized minors:

Minor Organisatiewetenschappen (Organization Studies)

Minor Personeelwetenschappen (Human Resource Studies), for students registered in one of the MAW programs

Minor Personeelwetenschappen (Human Resource Studies), for students registered in the bachelor's program Psychologie

Minor Klinische Gezondheidspsychologie (Clinical Health Psychology)

Minor Cognitieve Neurowetenschap (Cognitive Neuroscience)

Minor Toegepaste Sociale Psychologie (Applied Social Psychology)

Minor Sociale en Culturele Psychologie (Social and Cultural Psychology)

Minor Sociologie (Sociology)

Minor Studies van de Multiculturele Samenleving (Studies of the Multicultural Society)

Minor MTO (Methodology)

The composition of these minors can be found in PART III of this regulation.

2. Instead of a standardized minor, one can however, in accordance with article 2.3, 4th paragraph of this Regulation, also choose a free minor. The composition of a free minor

does not require permission of the Examination Board, unless paragraph 3 of this article applies.

3. If a student wishes (part of) his/her minor to comprise of one or more courses of a foreign university, then this does require the permission of the Examination Board TSB.
4. Courses of the propaedeutic phase or belonging to the propaedeutic examination cannot be part of a minor. The Examination Board can exempt from this at the request of the student, if the specific course is closely connected to the bachelor's program of the student in question.
5. Courses belonging to a master's program cannot be part of a minor.
6. If prerequisites have been formulated for a specific course which a student wishes to include in his/her minor, he/she can only do so if these prerequisites have been met at the time one wishes to participate in that specific course. Furthermore, a number of courses is not accessible for other reasons. This has been indicated in the Electronic Study Guide (ESG). To this section belong in any case the research practicals, the bachelor's thesis and the skills courses.
7. At least one month before the start of the third study unit of the second year of their bachelor's program students must enroll in the (free) minor of their choice by indicating this in their Personal Study Guide (ISG).
8. If students want to change their minor at a later time, they have to register this immediately in the Personal Study Guide (ISG).
9. In order to facilitate the choice of a free minor by the student, the responsible department offers a certain number of recommended packages, from which the student is free to choose.
10. The School cannot be held not responsible for actual admission to courses of other Schools. The student must find out for himself whether he/she will be admitted to the course in question.
11. When choosing a free minor students must take into account that some courses will be offered at the same moment or that the examination of certain courses will take place at the same time. Concerning this, the student must take responsibility him/herself.
12. Resulting from the specific choice by the student of a free minor the studyload per study unit can vary. Concerning this, the student must take responsibility him/herself.

## **CHAPTER 5 (PRELIMINARY) EXAMINATIONS OF THE PROGRAMS**

### **Article 5.1 Compulsory order**

1. A preliminary examination of a course in the post-propaedeutic phase can be taken if all course of the propaedeutic phase of the bachelor's program have either been successfully completed or one has been exempted from taking one or more courses.
2. As far as specific entry demands for taking a course are requested, these will be mentioned in the Electronic Guide (ESG).
3. Notwithstanding paragraph 1 of this article a student shall be admitted to preliminary examinations of the post-propaedeutic phase of the bachelor's program if at least 42 ECTS credits of the propaedeutic phase have been obtained and if the entry demands of the course(s) in question have been met.
4. The course Testimonium Wiskunde (Mathematics certificate) must be successfully completed by regular bachelor's students in order to be able to conclude the course MTO-A. If one has not successfully completed the course Testimonium Wiskunde, nor has one been exempted from taking this course, and for this reason one cannot conclude MTO-A, one will not be admitted to any preliminary examinations of the post-propaedeutic phase of the bachelor's program.
5. The bachelor's program shall be concluded with a bachelor's thesis. This thesis has a study load of 12 ECTS credits.
6. In order to be admissible to the bachelor's thesis students have to have completed successfully all courses of the propaedeutic phase and 60% of the study load of the second year and of the first two study units of the third year together.
7. For the students of the 2012-2013 cohort and earlier, the bachelor also culminating in a thesis with a study load of 12 ECTS credits. Students from cohort 2012-2013 or earlier in order to be eligible for admission to the bachelor thesis need to have successfully completed at least all the subjects of the propaedeutic phase and 60% of the workload of the second year and the first and second block of the third year of the bachelor together.
8. If extraordinary circumstances have occurred the examining board can make exemptions to the regulation of paragraph 3,4,5,6 and 7 of this article.

## **Article 5.2      Periods and frequency of examinations**

1. The opportunity to take preliminary examinations in the courses listed in sections 3 and 4 is provided twice a year in every academic year in which the course in question is offered.
2. The first opportunity to take a preliminary examination for a course will take place immediately after the study unit in which a course is offered.
3. The second opportunity to take a preliminary examination for a course will take place during or immediately after the study unit following the study unit in which a course is offered, except for study unit 4. The second opportunity of the preliminary examinations of the fourth study unit follows immediately after the second opportunity for the third study unit. The results of the first opportunity of a preliminary examination of a course must be published well before (at least 5 workingdays) the date set for the second opportunity of the same course.
4. Regarding the dates on which preliminary examinations and resits shall be taken the following applies:
  - \* The dates of written examinations and resits will be determined by the Education and Research Institute (ERI) and published in the Electronic Study Guide (ESG), ultimately at the start of the academic year.
  - \* The dates of oral examinations and resits will be determined through mutual consent between the instructor and the student concerned.
  - \* 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 for handing-in will be published in the Electronic Study Guide (ESG), ultimately at the start of the course.
5. The instructor of a course can decide that all parts of the course must be taken in the same academic year. This has to be registered into the Electronic Study Guide before the start of the academic year.
6. The fourth paragraph of this article applies to the bachelor's thesis.

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

1. As a rule, the preliminary examinations of courses listed in PART II are in the form of written tests. A written test 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 University's Digital Reporting Point Functional Disorders.

## **Article 5.4      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. With the approval of the examinees concerned an examiner may decide that a certain oral preliminary examination will be taken by then together.
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.
3. Oral examinations are being taken on a date to be determined by the examiner(s), if possible after consulting the examinee.



### **Article 5.5            Duration of the preliminary examination**

The duration of written preliminary examinations is three hours, unless the examiner responsible publishes or gives instructions to publish otherwise before the beginning of the examination, and it has been announced otherwise on the instruction page of the preliminary examination. The duration of any preliminary examination will be such that examinees will have sufficient time for responding to all questions of the examination, judged by reasonable standards.

### **Article 5.6            Registration**

1. Registration for a preliminary examination takes place at the Student Administration. This registration takes place in accordance with the guidelines determined by the Studentenadministration.
2. The examining board can allow exceptions to the stipulation of the first paragraph concerning the place where and time before which the registration must have taken place.

### **Article 5.7            Determination and publication of the results of a preliminary examination**

1. Immediately after the oral examination has been held the examiner determines 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. The Student Administration 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, published on any bulletin board, by means of Blackboard Course-Info (Learning system) or otherwise will always be provisional.
6. The final results of a written preliminary examination is made available on the University's Student Portal, at 'check 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 5.8            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 5.9            Right of inspection**

1. During 15 working days 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 5.10 Exemption**

1. At the student's request the examination board can exempt a student from a preliminary examination of a course, if the student
  - either has already completed a course of a academic or higher professional program 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. A request for an exemption for a course, not being a course as referred to in paragraph 3, 4 or 5 of this article, must be ultimately submitted in the third week of the study unit in which the course is being offered. If a request is being submitted after the third week, it shall not be taken under advisement.
3. If one transfers from a MAW bachelor's program to Psychologie or vice versa the following courses are exempting in relation to each other:

### **MAW**

500304 Introduction to Psychology for the  
Social Sciences  
424501 Introduction to Research  
Methodology  
424503 Introduction to Statistics

### **PSY**

595101 Introduction to Psychology and  
History of Psychology  
424502 Introduction to Research  
Methodology  
424504 Introduction to Statistics

4. If one transfers to another program within the School, the following courses will be exempting in relation to each other: Academic skills 1, 2, 3 of each program;
5. If one transfers from the bachelor's program Organisatiewetenschappen to Personeelwetenschappen or vice versa, the grades of successfully concluded courses of either program can be transferred to identical courses of the other program.
6. Students who take two programs at a time or have already successfully completed another program, will not be exempted from the obligation to take a minor or optional courses;
7. Students who have been admitted to one of the bachelor's programs of the School, exclusively on the basis of a previous education as mentioned in article 6.1, paragraph 1, under a and c, will not be eligible for any exemption of the bachelor's program in question.
8. Students who have been admitted on the basis of article 6.1, first paragraph, section a will be exempted from the obligation of taking the Mathematics Testimonium.
9. An exemption from completing the bachelor's thesis shall never be granted.
10. A request for an exemption of taking a preliminary examination must be submitted to the examining board in writing and well motivated.
11. Unless a request must be rejected on formal grounds, the examining board will hear the examiner(s) concerned before deciding on the request made.
12. A negative regulation on the request made will be motivated.

## **Article 5.11 Degree**

Those who have passed the examination are granted the degree "Bachelor of Science (followed by the name of the program in question)".

The degree conferred is registered in the certificate of the examination.

## **CHAPTER 6 PREVIOUS EDUCATION, ADMISSION**

### **Article 6.1 Educational Prerequisites**

1. According to the law, one of the following educational entry requirements for enrolment in a university have to be fulfilled:
  - a. a pre-university education (VWO) certificate;
  - b. a degree as referred to in article 7.10a WHW;
  - c. a successfully passed propaedeutic certificate of an HBO institution;
  - d. a successfully passed propaedeutic certificate of an WO institution;
  - e. a foreign degree which is equivalent to the degrees referred to in a, b, c and d;
2. On students that have been admitted on the basis of article 6.1, paragraph 1, under e, the Executive Board can impose further rulings with regard to the proficiency of the Dutch language.

### **Article 6.2 Colloquium Doctum**

At the advice of the Examination Board, the Executive Board can based on article 7.29 WHW exempt persons of 21 years or older who do not have the required formal educational qualification referred to in article 6.1, from the educational entry requirements, if, during an admission test, they have shown ability for one of the programs. The admission test as referred to in Article 7.20 of the Law concerns an investigation into the candidate's previous education en experience in order to ensure a favourable course of the study and to answer the question whether possible deficiencies concerning Wiskunde (Mathematics), Biologie (Biology), modern languages or the Dutch language have to be corrected.

### **Article 6.3 Subsidiary requirements in the case of deficiencies**

Deficiencies in the previous education regarding the subject of Wiskunde (Mathematics) can be remedied, at the satisfaction of the examining board, by passing the examination of the Mathematics Testimonium at the pre-university educational level.

### **Article 6.4 The Dutch language**

1. The requirement of sufficiently having mastered the Dutch language, in the case of admission based on a foreign certificate, can be met if one possesses one of the following certificates:
  - State examination Dutch as a second language program II;
  - Certificate Dutch as a foreign language, with the Profile Academic Language Proficiency or the Profile Language Proficiency Higher Education;
  - "Zeugnis der Allgemeinen Hochschulreife" at the condition that the subject Dutch has been taken to the year of the final examination (mostly year 12) inclusive;
  - Tilburg University's institutional examination for German native speaking persons.
2. The requirement of sufficiently having mastered the Dutch language, in the case of an admission based on a Colloquium Doctum, as referred to in article 6.2, can be met if a test mastering the Dutch language has been sufficiently successful concluded.

### **Article 6.5 The English language**

The requirement of sufficiently having mastered the English language, in case of admission as referred to in article 6.2, 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.

### **Article 6.4 Registration after the start of the academic year**

In accordance with Article 4 of the Regulation Registration and Tuition Fee (2013/2014), students who want to register for a specific bachelor's program at a later moment than the official start of the academic year or the start of the program in question, have to get permission of the Executive Board of Tilburg University. As part of the decision process the Board will request of the School or the examining board to hand a written declaration that registration at this stage does not come across any didactic objections. The School or the

examining board that finds that the student cannot fit in anymore into the program 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 7      OPTIONAL SUBJECTS**

### **Article 7.1          Optional Subjects**

1. Insofar as a bachelor's program contains a free optional subject, as a rule no prior permission of the examining board is required in order to take a free optional subject into one's examination program.
2. 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.
3. A free optional subject can by no means consist of a part of the propaedeutic phase or of the first year of any university or higher educational program. The Examination Board can exempt from this at the request of the student, if the specific course is closely connected to the bachelor's program of the student in question.
4. By no means can a free optional subject belong to a master's program.
5. A department responsible for a bachelor's program may provide a list of recommended courses of which a student can choose freely.
6. At request, optional subjects that do not belong to the compulsory program can be registered on the bachelor's certificate. For these optional courses paragraph 4 of this article applies as well. Taking additional optional subject does not require prior permission of the examining board. Prior permission is, however, necessary if courses are taken at a foreign university.
7. The School bears no responsibility for the actual admission to courses of other Schools or Universities. The student must find out for himself whether he will be admitted to the course in question.
8. When choosing an optional course students must take into account that some courses will be offered at the same moment or that the examination of certain courses will take place at the same time. Concerning this, the student must take responsibility him/herself.

## **CHAPTER 8      PROGRAM COUNSELING**

### **Article 8.1          Study progress administration**

1. The Student Administration registers the students' individual course results.
2. The Student Administration supervises the accessibility of the study progress data on the Internet, as well as the information on this matter.

### **Article 8.2          Counselling**

1. The School ensures sufficient counselling regarding the bachelor's program for which a student is registered, also in aid of selecting alternative study paths inside and outside of the School. The School assigns this task to the Education and Research Institute (ERI) or the Departments in charge of the bachelor's programs.
2. ERI produces for each student a study progress report after each study unit or semester. In order to locate possible causes of study delay and contribute to remedy this, study progress conversations are being held between representatives of the ERI or the Department responsible for the bachelor's program in question and students experiencing study delay.
3. If the University has granted the status of top-class sportsman/woman to a student registered in one of the bachelor's programs of the School, the School 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 program. Students to whom the top-class sportstatus has been granted and who wish to use any of these facilities, have to contact the School's Academic Advisor at the beginning of the academic year at the latest, in order to draw up a studyplan. Top-class sportstatus students will have to comply with the common norm for the Binding Academic Recommendation (BSA, see Chapter 9), unless the Examination Board decides, on the recommendation of the

Student Counsellor, to grant a postponement from the BSA, as is stated in article 9.3, paragraph 3, in connection with article 9.6,.

## **CHAPTER 9 BINDING ACADEMIC RECOMMENDATION REGARDING THE CONTINUATION OF STUDIES (BSA)**

### **Article 9.1 Academic recommendation**

1. At the end of the first year of registration in the propaedeutic phase, ultimately August 31 of this year, the student receives a written academic recommendation regarding the continuation of the program. The propaedeutic phase comprises the first period in the bachelor's program at the Tilburg University with a study load of 60 ECTS credits.
2. Notwithstanding the third paragraph of this article, there will be no dismissal connected to the academic recommendation, if the student has obtained at least 42 ECTS credits.
3. If a student has been granted exemptions for courses of the propaedeutic phase in question, there will be no dismissal connected to the academic recommendation, as referred to in paragraph 4, if the student has obtained 70% of the remaining ECTS credits. When determining the number of ECTS credits to achieve the necessary standard is rounded off above and set in whole ECTS credits
4. In all remaining cases, a academic recommendation is given to which a dismissal is connected as referred to in Article 9.3, third paragraph.

### **Article 9.2 Notification of study progress**

Ultimately before February 1 of the academic year, in order to inform the student in time about his study progress, he will receive a notification alerting him of the actual at that point registered study progress.

### **Article 9.3 Negative binding academic recommendation**

1. There will be a dismissal connected to the binding academic recommendation, as referred to in Article 9.1, paragraph 4, unless:
  - The student has registered after October 1 of the academic year and he has not fulfilled the requirement as referred to in article 9.1, paragraph 2 or 3, before August 31, of that academic year, or;
  - Personal circumstances as referred to in Article 9.6 have occurred.
2. If paragraph 1, sub a of this Article applies and no dismissal is connected to the binding academic recommendation, the student concerned will receive a new recommendation at the end of the subsequent academic year of the program for which he is registered. There will be a dismissal connected to this recommendation if the student has not obtained the complete number of ECTS credits of the propaedeutic phase by the end of the that academic year.
3. If paragraph 1, sub b of this Article applies and no dismissal is connected to the binding academic recommendation, the student concerned will receive a new recommendation, as referred to in Article 9.1, in compliance with Article 9.1, paragraphs 2 and 3. Marks obtained in the first year of registration will be considered as exemptions.
4. If a student has received an academic recommendation resulting in a dismissal, he will be barred from registration for the program in question or another program that in accordance with paragraph 5 of this article has been designated as belonging to the same cluster of programs, for a period of three years.
5. For the application of the previous paragraph, the programs of Organisatiewetenschappen and Personeelwetenschappen constitute one cluster.
6. Students can appeal exclusively against a recommendation resulting in a dismissal to the Examination Appeals Board, within a period of six weeks.

### **Article 9.4 Provisional recommendation**

1. Ultimately August 15 of the academic year a student will receive a written notification of the provisional academic recommendation.
2. In response to this provisional recommendation students will be given the opportunity to be heard before the final recommendation will be issued.

## **Article 9.5 Decisions**

All decisions regarding the recommendation are taken by the chairperson of the examining board, on behalf of and at the responsibility of the dean of the School.

## **Article 9.6 Personal circumstances**

1. In assessing a recommendation not resulting in dismissal in accordance with Article 9.3, paragraph 1, sub b, the following personal circumstances of the student concerned will be exclusively taken into account:
  - Illness;
  - Physical, sensory or other functional disorders;
  - Pregnancy;
  - Family circumstances;
  - Membership, including chairpersonship, of the University Council, the School Council, the program board, the program committee concerned, or any other position on a board supported by a university grant;
  - the status of top-class sportsman, as recognized by the Executive Board;if and insofar as these circumstances have resulted in not obtaining the required number of ECTS credits.
2. The aforementioned personal circumstances will exclusively be taken into consideration if they have been reported to the student counsellor as soon as possible by or on behalf of the student concerned.
3. A student who appeals to personal circumstances, will be required to substantiate them.
4. For the assessment of an appeal to personal circumstances the chairperson of the examining board may seek the advice of a student counsellor or other expert advice.

## **CHAPTER 10 TRANSITIONAL AND FINAL PROVISIONS**

### **Article 10.1 Transitional provisions concerning the introduction of the bachelor's and master's structure**

1. For all courses of the Teaching and Examination Regulation of the academic year 2012-2013 that will expire at the beginning of the academic year 2013-2014 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 2013-2014. An overview of these subjects can be found in PART IV 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 program, replace this course by a course of the corresponding new program, in accordance to the transitional provisions that can be found in PART IV of this regulation.

### **Article 10.3 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 10.4 Changes**

1. Changes of this Regulation will be determined by the Dean by means of separate decrees, after hearing the program committee, the managing director of the program concerned and the Examination Board, and after consultation of the School's 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 10.5 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 School's Web pages, any interested person can take cognizance of the documents referred to in the first paragraph.

**Article 10.6      Date of commencement**

This Regulation comes into operation on September, 1, 2013.

So adopted by the Dean, May 30th, 2013.

## PART II: THE COMPOSITION OF THE BACHELOR'S PROGRAMS

### ORGANISATIEWETENSCHAPPEN

#### Propaedeutic Phase

Code	Course		Ects
441001	Academic Skills OW 1	P	2
400114	Key Questions in Sociology 1	P	5
441082	Introduction to Organization Studies	P	6
424501	Introduction to Research Methodology	P	5
441002	Academic Skills OW 2	P	2
500304	Introduction to Psychology for the Social Sciences		5
760008	Introduction to Human Resource Studies	P	6
441003	Academic Skills OW 3: paper		2
760007	Economics for the Social Sciences	P	5
422057	Organizational Behaviour	P	5
424503	Introduction to Statistics	P	5
441009	Strategy and Organization	P	6
760006	Labor Law		6
	Total		60

#### Postpropaedeutic Phase

##### Second year

Code	Course		Ects
441074	Organization Theory		6
441058	Strategic Decision Making	P	6
441081	Innovation, Organization and Entrepreneurship	P	6
425025	The Philosophy of Science (for Social Sciences students)		6
424520	Causal Analysis Techniques	P	6
	Minorvak 1		6
441057	Relations and Networks of Organizations	P	6
441079	Organization Development	P	6
400026	Financial and Project Management		6
424522	Construction and Analysis of Questionnaires	P	6
	Total		60

##### Third year

Code	Course		Ects
	Minorvak 2		6
441070	Corporate Social Responsibility	P	6
441078	Research in Organizations	P	12
424239	Qualitative Research Methods		6
	Minorvak 3		6
441990	Bachelor's thesis Organisatie Studies	P	12
431014	Political Philosophy and Organization Studies		6
	Optional Course one out of two		
	Total		60

#### Possible optional courses (one out of two):

441071	Consultancy, Intervention and Evaluation	P	6
424243	Organization Research Methods	P	6

P = Practical, cf. article 3.2 or 4.2



# PERSONEELWETENSCHAPPEN

## Propaedeutic Phase

Code	Course		Ects
760110	Academic Skills PEW 1	P	2
400114	Key Questions in Sociology 1	P	5
441082	Introduction to Organization Studies	P	6
424501	Introduction to Research Methodology	P	5
760111	Academic Skills PEW 2	P	2
500304	Introduction to Psychology for the Social Sciences		5
760008	Introduction to Human Resource Studies	P	6
760112	Academic Skills PEW 3: paper	P	2
760007	Economics for the Social Sciences	P	5
422057	Organizational Behaviour	P	5
424503	Introduction to Statistics	P	5
441009	Strategy and Organization	P	6
760006	Labor Law		6
	Total		60

## Postpropaedeutic Phase

### Second year

Code	Course		Ects
760009	Strategic HRM		6
760040	Managing Social Capital		6
760031	Work, Well-being and Performance		6
425025	The Philosophy of Science (for Social Sciences students)		6
424520	Causal Analysis Techniques	P	6
	Minorvak 1		6
	Optional Course * one out of two		6
760017	Individual Assessment in Organizations	P	6
400026	Financial and Project Management		6
424522	Construction and Analysis of Questionnaires	P	6
	Total		60

\* Possible optional courses (one out of two):

760992	Internship in Human Resource Studies		6
760036	Advanced Labor Law		6

### Third year

Code	Course		Ects
	Minorvak 2		6
760431	Research in Human Resource Studies	P	12
424239	Qualitative Research Methods		6
	Minorvak 3		6
760038	Training, Development and Coaching	P	6
760037	Strategic HRM: Capita Selecta		
760990	Bachelor's Thesis HRS	P	12
431011	An Introduction to Social Philosophy		6
	Total		60

P = Practical, cf. article 3.2 or 4.2

# PSYCHOLOGIE

## Propaedeutic Phase

Code	Course		Ects
500179	Academic Skills PSY A	P	3
595101	Introduction to Psychology and History of Psychology	P	5
530000	Experimental Psychology	P	6
424502	Introduction to Research Methodology		5
500180	Academic Skills PSY B	P	3
550006	Psychology of Personality	P	5
500301	Brain and Behaviour	P	6
421001	Psychopathology		5
500305	Social Psychology	P	6
424504	Introduction to Statistics	P	5
500308	Cultural Psychology		5
560100	Developmental Psychology		6
	Total		60

## Postpropaedeutic Phase

### Second year

Code	Course		Ects
500324	Introduction to Psychology and Health		6
500325	Introduction to Psychology and society: Work and Organization psychology		3
500326	Introduction to Psychology and society: Economic psychology		3
425026	The Philosophy of Science (for Psychology students)		6
424521	Experimental Research Methods	P	6
500016	Professional Skills: Group Skills	P	2
500014	Professional Skills: Communication Skills	P	2
500143	Professional Skills: Ethical Issues	P	2
	Differentiation Course 1		6
	Differentiation Course 2		6
500154	Test Theory and Psychodiagnostics		6
500156	Research Skills in Psychology	P	6
424523	Correlational Research Methods 1	P	6
	Total		60

### Third year

Code	Course		Ects
	Differentiation Course 3		6
	Differentiation Course 4		6
	Differentiation Course 5		6
	Differentiation Course 6		6
424525	Correlational Research Methods 2	P	6
550997	Bachelor's thesis Psychology and Health or		
550998	Bachelor's thesis Psychology and Society		12
425027	Philosophy for Psychologists		6
500323	An Introduction to Sociology for Psychologists		6
	Free optional course *		6
	Total		60

## Differentiation Psychologie en Gezondheid

Code	Course		Ects
560110	Developmental Disorders		6
550028	Introduction to Clinical Neuropsychology		6
422088	Clinical Health Psychology in Medical Science		6
423024	Professional development		6
423022	Neuropsychological Assessment and Development	P	6
550037	Psychological Assessment	P	6

#### Differentiation Psychologie en Maatschappij

Code	Course		Ects
422052	Social Cognition		6
421061	Group Dynamics		6
500178	Political Psychology		6
575032	Organizational Psychology		6
590032	Consumer Behavior		6
422056	Attitudes and Communication		6

\* Optional courses are:

Code	Course		Ects
400147	Biological Psychology	P	6
540033	Cognitive neuropsychology		6
422087	Evolutionary Psychology	P	6
422022	Cross-Cultural Psychology		6
500851	<b>Emotions: scientific and clinical aspects</b>		6

Students of the differentiation Psychology and Health are being advised to choose the courses 540033 or 400147; whereas students of the Differentiation Psychology and Society are being advised to choose course 422087 or 500851. For students of both differentiations it is, however, also possible to choose any other optional 6 erts credits course on the third year bachelor level.

P = Practical, cf. article 3.2 or 4.2

# SOCIOLOGIE

## Propaedeutic Phase

Code	Course		Ects
400007	Academic Skills SOC 1	P	2
400114	Key Questions in Sociology 1	P	5
400110	Key Questions in Sociology 2	P	6
424501	Introduction to Research Methodology	P	5
400008	Academic Skills SOC 2	P	2
500304	Introduction to Psychology for the Social Sciences		5
432101	Sociocultural History		5
400009	Academic Skills SOC 3: paper	P	2
760007	Economics for the Social Sciences	P	5
421115	Social Problems	P	12
424503	Introduction to Statistics	P	5
421004	Classical and Modern Sociology in Action	P	6
	Total		60

## Postpropaedeutic Phase

### Second year

Code	Course		Ects
400145	Education, labour and Policy	P	6
400148	Theme: Culture, Health and Sports	P	6
431064	Theory and Research: Culture, Health and Sports	P	6
425025	The Philosophy of Science (for Social Sciences students)		6
424520	Causal Analysis Techniques	P	6
	Minorkak 1		6
400146	Primary Relationships	P	6
400135	Contemporary Sociological Theories	P	6
400151	Theme: National and Regional Identities	P	6
424522	Construction and Analysis of Questionnaires	P	6
	Total		60

### Third year

Code	Course		Ects
	Minorkak 2		6
400140	Theme: Values & Norms	P	6
400149	Theme: Religion and Identity	P	6
	Optional course		6
424239	Qualitative Research Methods		6
	Minorkak 3		6
400150	Minorities and Policy	P	6
400990	Bachelor's thesis Sociology	P	12
431013	Social Philosophy for Sociology		6
	Total		60

### Possible optional course:

Code	Course		Ects
400992	Traineeship Sociology		6

P = Practical, cf. article 3.2 or 4.2

## PART III: MINOR PROGRAMS OFFERED BY THE SCHOOL

See also chapter 4 of this regulation for the relevant provisions with regard to the choice of a minor, as well as article 2.3, paragraphs 3 and 4.

### Minor Organisatiewetenschappen

Code	Course
441074	Organization Theory *
	Optional course (two out of three):
441079	Organization Development
441057	Relations and Networks of Organizations
424243	Organization Research Methods

### Minor Personeelwetenschappen

Code	Course
760009	Strategic HRM
	A choice of 2 out of the following 3 courses:
760031	Work, Well-being and Performance
760006	Labor Law *
760017	Individual Assessment in Organizations

\* Students Organisatiewetenschappen may not choose this course since it is already a part of their mandatory program.

### Minor Sociologie

Code	Course
400135	Contemporary Sociological Theories
	A choice of 2 out of the following 4 courses
400151	Theme: National and Regional Identities
400146	Primary Relationships
400148	Theme: Culture, Health and Sports *
400149	Theme: Religion and Identity

### Minor Studies van de Multiculturele Samenleving

Code	Course
	A choice of 3 out of the following 5 courses:
880242	Globalization in Multicultural Societies
800072	Acculturation and Identity
800073	Processes of Socialization at Home and at School
800074	Cultural Diversity and Social Cohesion
422069	Cultural Psychology for non-Psychology Students

### **Minor Klinische Gezondheidspsychologie**

<b>Code</b>	<b>Course</b>
560110	Developmental Disorders
422088	Clinical Health Psychology in Medical Science
550037	Psychological Assessment

### **Minor Cognitieve Neurowetenschappen**

<b>Code</b>	<b>Course</b>
550028	Introduction to Clinical Neuropsychology
423022	Neuropsychological Assessment and Development
550037	Psychological Assessment

### **Minor Sociale en Culturele Psychologie:**

<b>Code</b>	<b>Course</b>
422052	Social Cognition
421061	Group Dynamics
422069	Cultural Psychology for non-Psychology Students

### **Minor Toegepaste Sociale Psychologie**

<b>Code</b>	<b>Course</b>
575032	Organizational Psychology
590032	Consumer Behaviour
422056	Attitudes and Communication

### **Minor MTO** (these course will be offered as of the Academic year 2013/14)

<b>Code</b>	<b>Course</b>
424244	Advanced Topics in Causal analysis
424245	Advanced Topics in psychological and sociological Measurement
424246	Applied Mathematical Statistics for Social and Behavioral Sciences

## PART IV: TRANSITIONAL PROVISIONS

In accordance with article 10.1, first paragraph, for the following courses that expire at the beginning of the academic year 2013-2014, no replacements have been pointed out:

### Psychology

Code	Course
550031	Psychological Assessment (new name as off 2013-2014 Psychological Assessment till 2012-2013 with the same course code)
500322	Introduction to Psychology: Labor and Economics

In accordance with article 10.1, second paragraph, for the courses that expire at the beginning of the academic year 2013-2014 the following courses have been pointed out as replacements:

## BACHELOR'S PROGRAM'S

### Bachelor's program Organisatiewetenschappen

For all bachelor's students *Organisatiewetenschappen* the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
424524	Policy and Evaluation Research	6	424239	Qualitative Research Methods	6
431011	An Introduction to Social Philosophy	6	431014	Political Philosophy and Organization Studies	6

## Bachelor's program Personeelwetenschappen

For all bachelor's students *Personeelwetenschappen* the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
424524	Policy and Evaluation Research	6	424239	Qualitative Research Methods	6
760013	ICT and Work	6	760031	Work, Well-being and Performance	6
431011	Social Philosophy	6	431012	Social Philosophy for HRS	6
760010	Inleiding Human Resource Development	6	760038	Training, Development and Coaching	6
400001	Business Administration	6	440026	Financial and Project Management	6
760011	Social Relations in Organizations	6	760040	Managing Social Capital	6

## Bachelor's program Psychology

For bachelor's students *Psychologie* the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
424003	Psychology Research Project	12	500248	Psychology Research Project	12
500248	Psychology Research Project	12	500156	Research Skills in Psychology (students of cohorts 06/07 and before will be granted 12 ects)	6
500303	Introduction to Psychology and Health for first year students	5	500324	Introduction to Psychology and Health	6
500302	Introduction to Psychology of Labour and Economy for first year students	5	500322	Introduction to Psychology of Labour and Economy	6
550100	Psychology of Personality	6	550006	Psychology of Personality + extra assignment	6
500531	Cultural Psychology for second year students	6	500308	Cultural Psychology + extra assignment	6
500249	Clinical skills	6	423024	Professional development	6
500321	Intake and assessment	6	550037	Psychodiagnostisch research	6

### Differentiation Psychology and Health:

Code	Cancelled course	Ects	Code	Replaced by	Ects
422055	Clinical Health Psychology	6	422088	Clinical Health Psychology in the Medical Science	6
500249	Clinical skills	6	423024	Professional development	6



For bachelor's students *Psychologie* (cohort 2011-2012 or before) the following transitional provisions apply:

Course(s) obtained until 2011-2012		Course(s) to attend as of 2012-2013		Course(s) 2012-2013 (and later) to register	
Course	ECTS	Course	ECTS	Course	ECTS
-	0	AcVa-A, AcVa-B	3 + 3	AcVa-A, AcVa-B	6
AcVa-1	2	AcVa-B + extra opdracht	3 + 1	AcVa-2, AcVa-3	4
AcVa-1, AcVa-2	4	AcVa-3 (500008)	2	AcVa-3 (500008)	2
AcVa-1, AcVa-2, AcVa-3	6	-	0	-	

## Bachelor's Program Sociologie

For all bachelor's students *Sociology* the following transitional provisions apply:

Code	Cancelled course	Ects	Code	Replaced by	Ects
424524	Policy and Evaluation Research	6	424239	Qualitative Research Methods	6
400138	Theme: Social Inequality and Family Relationships	6	400144	Theme: Ethnic relations (Expired as from 2011-12)	6
431048	Theory and Research: Social Inequality and Family Relationships	6	431050	Theory and Research: Ethnic Relations (Expired as from 2011-12)	6
431011	Social Philosophy	6	431013	Social Philosophy for Sociology	6
441084	Introduction to Organization Studies for Social Sciences	6	441082	Introduction to Organization Studies	6