Education- and examination regulations Master's programme Social and Cultural Science 2016-2017

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Section 1 General provisions

Article 1.1 Applicability of the regulations
1. These regulations apply to two-year research Master's programme of Social and Cultural Science (hereinafter, 'the programme'). This programme is offered by the Nijmegen Educational Institute for Social and Cultural Sciences (hereinafter, 'the institute') in the Faculty of Social Sciences (hereinafter, 'the faculty').
2. The present regulations apply to all students enrolled in the programme in the academic year 2016-2017.
3. In order to prevent disadvantages to students as a result of regulatory alterations regarding the EER that was in place at the start of the programme, suitable arrangements are made. If no arrangements have been made students can apply for consideration of the hardship clause (article 7.2).

Article 1.2 Definitions
1. The terms used in these regulations which are also used in either the Structure Regulations, or the Higher Education and Research Act, (Wet op het hoger onderwijs en wetenschappelijk onderzoek, hereinafter, 'the Act') will have the same meaning as these terms have in the Structure Regulations and the Act, respectively.
2. Further to the terms mentioned in paragraph 1, and for the purpose of these regulations:
   - EC: European Credit: (EC) is the course load entity in accordance with the European Credit Transfer System, in which 1 EC is equivalent to 28 hours of study.
   - Blackboard: the digital learning environment of the institution.
   - Fraud: any (deliberate) act or omission by a student that makes forming an accurate opinion of his knowledge, understanding and skills partially or entirely impossible (as described in appendix 4).
   - Scientific integrity: regarding research and education within the faculty, regulations are in place as formulated by Notitie Wetenschappelijke integriteit at KNAW and elaborated by the Nederlandse Gedragscode Wetenschapsbeoefening by the VSNU.
   - Component: part of the degree programme as referred to in article 7.3 of the Act.
   - Extracurricular elective component: component to be determined by the student, which is not part of the examination programme.
   - Free elective component: component to be determined by the student, which is part of the examination programme.

Section 2 Admission to the programme

Article 2.1 Programme entry
The annual programme entry date is September 1. Interim registration is only allowed with explicit written authorisation of the Examination Board declaring that entry into the education programme is still possible.

Article 2.2 Admission requirements for the programme
1. The Examination Board decides on the admission to the programme.
2. Applicants for the programme have to apply by submitting a letter of motivation in the English language, curriculum vitae, two letters of recommendation by lectures or supervisors (with contact details), and copies of the certificates mentioned in paragraph 4 to the Examination Board. Applicants with a Sociology or Cultural Anthropology and Development Studies bachelor degree have to hand in a standard letter of recommendation.
3. The Examination Board decides about the admission by means of an individual check which may include a personal interview. Candidates will be selected on the basis of their prior education and qualifications in social science research and the strength of their motivation to become a scientific researcher.
4. To the individual procedure are admitted Bachelor graduates who passed with good results the Bachelor's examination in Communication Science, Sociology, Cultural Anthropology, Development Studies, Economics, Political Science, Public Administration and Human Geography at university level, or a Bachelor's examination that the Examination Board deems to be equivalent.
5. The Examination Board may decide that a candidate is admitted to the programme in spite of deficits, but may request the candidate to take additional courses in the faculty.
6. Candidates will be formally enrolled in the programme only after they have passed the final examination of the Bachelor's programme. Those who have not passed all interim Bachelor's examinations may be tentatively admitted to the courses of the research master's programme, provided that the candidate is deficient in Bachelor examinations to a total of not more than 15 EC. They are required to have fulfilled all requirements for the bachelor diploma before January 1 in the first academic year of the programme.

7. The students referred to in article 2.2.6 can only take part in interim examinations of the degree programme when they have been awarded the bachelor degree.

Article 2.3 Certificates of admission

Next to the documents mentioned in article 2.2 the following certificates are required for admission:

1. copy of pre-university diploma(s). Foreign certificates should be accompanied by legally-certified English transcripts;
2. copy of the Bachelor's diploma mentioned in article 2.2.4 or equivalent. Foreign certificates should be accompanied by legally-certified English transcripts;
3. list of the results of the interim examinations of the Bachelor's programme;
4. proof of adequate command of the English language as determined in article 2.4;
5. copy of passport.

Article 2.4 Language requirements

1. An adequate command of English is required for participation in the programme.
2. This requirement is satisfied when the student:
   a. is in the possession of a Dutch VWO diploma; or
   b. is in the possession of a diploma of secondary education, obtained at an English-language institution for secondary education in or outside the Netherlands; or
   c. has successfully completed one of the following tests:
      - TOEFL with a score of 600 (paper test), 250 (computer-based), 100 (internet-based) or higher;
      - IELTS with a score of 7.0 or higher;
      - a Cambridge Certificate of Advanced English or a Cambridge Certificate of Proficiency in English stating a minimum score of C.

Article 2.5 Entry requirements

1. Students who are registered for the programme may attend all the courses of the programme and may sit the relevant interim examinations, unless specific admission requirements apply as laid down in paragraph 2 of this article.
2. The interim examinations of the following components can only be taken after the interim examinations of the components mentioned below have been successfully completed:
   - Master's thesis after completion of all first year examinations;
   - Journal paper, after completion of the Master's thesis.
3. In specific cases, the Examination Board may determine another sequence.

Section 3 Structure of the programme

Article 3.1 Final examination, degree and judicium

1. The programme will be concluded by the master’s final examination.
2. The student who has passed the examination of the master’s degree programme will be awarded the Master of Science (MSc) degree.
3. The examination board can award a distinction to a student who has successfully passes the examination. The rules for awarding a distinction are to be found in appendix 1 of these regulations.

Article 3.2 Aims and final qualifications of the programme

1. The aims of the Master's programme are:
   1. to teach and train students to become scientific researchers in the field of leading comparative societal research in social and cultural science;
   2. to train highly qualified researchers who can successively carry out internationally oriented doctoral projects relating to both fundamental and applied comparative questions on societies;
3. training students in such a manner that, after completion of this programme, they will be able:
   a. to work successfully for national or international institutions and organisations engaged in
      comparative societal research;
   and they will be:
   b. suitable candidates for PhD positions that will enable them to obtain their doctorate through
      scientific research.

2. Students who successfully completed the Master's programme will have:
   1. advanced knowledge of the state of the art in comparative research on societies;
   2. an understanding of the way in which innovative comparative questions can be formulated given the
      state of the art;
   3. skills to develop theoretical knowledge from various disciplines into concrete and testable comparative
      hypotheses;
   4. an overview of the range of methods and techniques as well as an understanding of the most suitable
      methods and techniques to test comparative hypotheses;
   5. skills to report research questions, theory, analytical designs and results, and to discuss the results, i.e.,
      the skill to write complete research papers and research reports;
   6. other scientific and communicative skills to successfully carry out internationally oriented research
      projects in the social and cultural sciences with a focus on the comparison of societies.

3. The programme’s final qualifications (learning outcomes/goals) are listed in appendix 2.

Article 3.3 Type of programme
The programme will be offered exclusively as a full time programme.

Article 3.4 Study load
The study load of the programme is 120 EC (2 × 60 EC).

Article 3.5 Language
The programme is offered in the English language; the interim examinations and the final examination are
administered in English.

Article 3.6 Composition of the programme
1. The Master's programme comprises the following components and study load (in ECs; 120 in total):
   first year:
   1. Comparative Theory and Methodology: ................................................................. 12
      - Comparative Societal Questions (3);
      - Comparative Methodology (3);
      - Comparative Social Theories (6), i.e.:
        - Radicalization (6); or
        - Solidarities (6);
   2. Comparative Research Methods: ................................................................. 12
      - Multilevel Analysis and Event History Analysis (6);
      - Structural Equation Modeling (3) and Categorical Data Analysis (3); or
      - Mixed Methods (6);
   3. Comparative Research Application: ............................................................... 24
      - Comparative Sociological Research (6);
      - Comparative Development Research (6);
      - Comparative Anthropological Research (6);
      - Comparative Communication Research (6);
   4. Comparative Research Training: ................................................................. 12
      - Comparative Research Project (12);
   subtotal ............................................................................................................. 60
   second year:
   1. Comparative Research Application: ............................................................... 12
      - Gender and organizations (6);
      - Culture and institutions (6);
2. Master’s Thesis: .......................................................................................................................................................................................... 36
   - Thesis part 1: Constructing research questions (6);
   - Thesis part 2: Developing theoretical background (6);
   - Thesis part 3: Preparing and reporting data collection (12);
   - Thesis part 4: Conducting analyses (6);
   - Thesis part 5: Reporting results and conclusion (6);
3. Optional courses: ......................................................................................................................................................................................... 12
   subtotal .......................................................................................................................................................................................... 60

2. Students who are not able to complete the course ‘Culture and institutions’ as a result of external field work obligations for their Master’s Thesis are required to complete the course ‘Geopolitics of Borders’ or a course that the Examination Board considers equivalent.
3. The optional courses are elective, all other courses in the programme are compulsory.
4. The first year may include a compulsory, non-credited English language course.
5. A detailed description of all components, instructional methods, (summary of) learning objectives, form of interim examinations and contact hours included, is reported in the study guide of the programme.
6. The student may add extra-curricular components to the programme, to a total of 18 EC.
7. The Master’s programme described in article 3.6.1 and 3.6.2 holds for students entering the programme starting September 2016. The programme for students who have entered the programme earlier is listed in appendix 5.

Article 3.7 Incorporation of components obtained outside the programme
1. At the request of the student the Examination Board will incorporate elective components from outside the programme.
2. The incorporation of components as meant in paragraph 1 is only allowed before the start of that component.
3. If the components to be incorporated been accorded no EC as meant in this regulation, the Examination Board decides how many ECs shall be allotted.
4. The Examination Board decides how many ECs should be allotted for components obtained at a non-European university and if necessary is responsible for the conversion of the results obtained.

Article 3.8 Course replacements
If applicable on the basis of the student's academic education preceding the registration for the programme, the Examination Board can, after having heard the student, make the decision to replace obligatory courses of the MSc curriculum by other courses. In those cases the student still has to obtain a total of 60 EC per year.

Article 3.9 Exemptions
1. The Examination Board, at the request of a student and having heard the examiner involved, may exempt the student either partially or fully, from sitting an interim examination if this student:
   a. has either completed a relevant component of a university or higher professional programme that is similar both regarding contents and level; or
   b. demonstrates having adequate knowledge and skills regarding the component in question as a result of relevant work experience or professional experience.
2. Exemptions must be requested before the start of the course.
3. The maximum EC for exemptions is 12.
4. No exemption as referred to in paragraph 1 will be granted for the graduation project.

Article 3.10 Instructional methods
1. All components of the Master's programme, as mentioned in article 3.6, involve education in the form of lectures, tutorials, and practicals.
2. Class attendance is compulsory for all forms of education and training (lectures, tutorials, seminars, discussion meetings, practical trainings, presentations).
3. An interim examination cannot be taken unless the corresponding practical has been successfully completed.
4. The programme is completed with a Master's Thesis in one of the disciplines of the specialization concerned. The Master's thesis is an individual product.

**Article 3.11 Teaching periods**
The programme will be offered in an annual schedule of two semesters.

**Section 4 Interim examinations and final examinations**

**Article 4.1 Time schedule and interim examination frequency**
1. In each academic year there will be two opportunities to write the interim examinations of the components mentioned in article 3.6.
2. In derogation of the provision of article 3.1.1, students are given only one opportunity per year to take an interim examination of a component if education in that component has not been offered in a particular year.
3. A student who fails for an examination of a study component can take the examination in the next year, but this second examination will refer to the content of the study component in this next year.
4. Successfully passed interim examinations may be retaken once, but only within the same academic year. Given that feedback has been provided within a reasonable period, papers (final papers, essays, assignments) that have been marked with a pass cannot be redone, unless stated otherwise in the course manual.
5. In case of retaking the course examination, the latest mark will determine the result obtained.
6. Assignments have to be turned in by students on or before the assignment deadlines. If a student receives a failing grade for an assignment, he or she is required to produce a new and different assignment.
7. Each course examination part must be passed within the academic year in which the course is taken. In case that a student do not pass within one academic year he or she must take the course again the following year, unless the examiner decides otherwise.

**Article 4.2 Interim examination requirements**
All interim examination requirements must be available to students prior to the start of a course.

**Article 4.3 Form of interim examinations**
1. Each component of the degree programme, mentioned in article 3.6, will be completed by an interim examination. Interim examinations may comprise more than one modular interim examination and can in principle be taken either in writing or orally. Apart from written or oral examinations, practical or computer assignments, take home examinations, theses, assignments, reports, internships, presentations or a combination of any of these are possible.
2. At the request of the student, the Examination Board may allow for an interim examination to be taken in another way than aforementioned.
3. For components that (also) comprise a practical and/or tutorial, attendance levels and levels of active participation may be included in the assessment.
4. The examiner will announce the form of the relevant course examination, interim examinations included, to the students in question before or at the start of the relevant component.
5. For disabled students, allowances will be made in the administration of interim examinations as far as possible so that their individual handicap will not prevent them from taking an interim examination. If necessary, the Examination Board will seek expert advice before taking a decision in such a matter.
6. The administration of oral interim examinations in such cases as referred to in paragraph 7 will be public, unless the Examination Board or the examiner in question has decided otherwise in a special case, or if the student has made objections.
7. Oral examinations are administered in the presence of at least a second examiner or an observer appointed by the Examination Board. Otherwise the examination is to be recorded. If a presentation is part of this examination the same regulation applies. This provision does not refer to practical assignments.
8. If an interim examination is spread over more than one exam sitting, at least one day must be scheduled between the last class session covering relevant new materials for the interim examination and the interim examination. If there is only one exam sitting, at least three days must be scheduled between the last class session and the interim examination.
9. The course manual must be published through the applicable medium at least one week before the start of the course.

10. If study components start on the first day of an academic period, no requirements may be imposed on students regarding the literature to be studied or assignments to be completed for that study component.

**Article 4.4 Registration for course examinations**

1. A student needs to register for each course in the programme through OSIRIS, no later than five working days before the start of the course.

2. By enrolling in a course students are automatically registered for all examinations that are part of the course. A student who decides not to participate in a course examination should notify the OSP (‘Onderwijs Service Punt’) at least five working days prior to the examination.

3. If for some reason a student cannot participate in a course examination, he or she must make individual arrangements with the examiners at a reasonable point in time prior to the examination. If the student fails to deregister in due time, non-appearance will be considered as a used opportunity. This may have consequences for the judicium. In case of circumstances beyond his/her control students are allowed to deregister later.

4. In case of retaking a course examination students should register at least five working days before the examination.

**Article 4.5 Assessment and notification of the results of interim examinations**

1. The result of the grading components and the final course grade is determined by the examiner in the form of a grade from 1 (= lowest attainable grade) to 10 (= highest attainable grade). Grades will be rounded to the nearest whole and half grade points, except for a 5.5 which is not awarded. When a grade is higher than a 5 but lower to a 5.50, a 5 will be awarded. When a grade is equal to or higher than a 5.50 but smaller or equal to a 6, a 6 will be awarded. Grades of .25 or .75 will be rounded upwards. Passing grades are from 6 points upwards.

2. The programme’s study guide contains provisions on rounding scores of modular interim examinations for the different programme components.

3. Written interim examinations (including assignments, papers, and projects) are in principle assessed by two examiners.

4. The examiner determines the result of a written interim examination within fifteen working days from the day on which it was written. Before the examination the examiner announces when the examination will be evaluated.

5. The examiner will provide the OSP with the necessary information required for issuing written proof of the results to the student in time.

6. The term of fifteen working days as mentioned in paragraph 4 should be read as meaning that there should be at least ten working days between the announcements of results and the date of the resit.

7. The qualifications (grades) for the tests of the programmes components are determined by the examiner in accordance with the European assessment system.

8. When determining final grading for the masters thesis, the thesis counsellor/tutor and a second reader are consulted.

9. The interim examination form informs students that they have the right of inspection, as referred to in article 4.7, and also that they may appeal to the Examination Appeals Board.

10. In case of possible fraud during the interim examination, the fraud regulation is in force, as referred to in appendix 4. The regulation also covers plagiarism, described in article 1.2.

**Article 4.6 Period of validity**

1. The validity duration of interim examination results is unrestricted.

2. In derogation of the provision of paragraph 1, the Examination Board may restrict the validity duration of interim examination results, for didactical or substantive pedagogical reasons.

**Article 4.7 Right of inspection**

1. For a period of a maximum of twenty working days following the publication of the results of a written interim examination the student will be allowed to inspect, under supervision of at least a teacher and/or
another person with substantive knowledge regarding the course, the questions and the work marked, as well as receive an explanation of the formal assessment criteria.

2. Contrary to the first and second paragraph of the present article, the examiner may decide that inspection will take place for all students at the same time, on a date and at a time and place set in advance.

3. Time, date and - preferably - place of the inspection referred to in paragraph 2 will be announced at least five working days in advance.

4. If a student is unable to attend the inspection referred to in paragraph 2 due to demonstrable circumstances beyond his or her control, a separate inspection can be arranged, upon his or her request, preferably within the period of time referred to in the first paragraph of the present article.

5. In all events, inspection will take place no later than five working days before the re-sit of the interim examination in question is administered.

Article 4.8 Appeals from decisions of examiners
A student may lodge an appeal to the assessment of his or her work by the examiner. An objection procedure has been designed to do so.

Article 4.9 Final examination
1. When students have completed all interim examinations successfully, they must apply for the final exam themselves.

2. The Examination Board will determine the result of the final examination as soon as the student has submitted sufficient proof of the interim examinations that he or she has passed and thus of the corresponding university education received. In this case the dating of the examination is that on which the last exam was taken.

3. Prior to determining the result of the final examination, the Examination Board will evaluate and assess the Master's thesis.

4. Prior to determining the results of the examination, the Examination Board itself may conduct an inquiry into the student’s knowledge with respect to one or more components or aspects of the degree programme.

Section 5 Student counselling

Article 5.1 Monitoring of students' progress
The faculty records the students’ individual study results in such a way that every student can obtain an overview of the results registered in the system OSIRIS at that moment.

Article 5.2 Student counselling
1. The faculty takes care of the introduction to university life and counselling of the students enrolled in the programme, also for the purpose of acquainting them with opportunities within and outside of the programme.

2. Students who underachieve either on a regular basis or during a long period of time are invited for an interview with the student counsellor to discuss continuation or termination of their education. If a student's results remain insufficient, the student counsellor will consult the Examination Board about an imperative recommendation to terminate the student's education.

Section 6 Miscellaneous stipulations

Article 6.1 Notification of students
Messages relevant for all or a large number of students of the programme will be posted on Blackboard. Messages relevant for semester students or for students participating in a particular course will be posted on the Blackboard Course Page. Messages for individual students will be sent to their university email address <studentname@student.ru.nl>. In special circumstances mailing letters will be sent by ordinary post. These letters will be delivered to the postal address provided by the student.

Article 6.2 Rules of conduct
The faculty has rules of conduct for its students and employees governing correct behaviour. These rules are included in appendix 3 of this document.
Section 7 Transitional and final provisions

Article 7.1 Transitional provision for judicia
The distinctions regulation applicable on September 1, 2014 will apply until September 1, 2017 for students who have been registered without interruptions for the master’s degree programme.

Article 7.2 Safety net scheme and hardship clause
1. In individual cases not or insufficiently covered by these regulations, the dean will decide.
2. In individual cases of extreme unfairness, the Examination Board or the dean will be entitled to make an exception to the provision of these regulations in favour of a student.

Article 7.3 Adoption of these regulations and any amendments
1. Without prejudice to the provisions of the Structure Regulations of the Radboud University (hereinafter structure regulations), the present regulations have been drawn up or amended by the dean after having been advised thereon by the degree programme committee and after having obtained the approval of the ‘Facultaire Gezamenlijke Vergadering’ (Faculties General Meeting).
2. Any amendments made to these regulations will only take effect in the present academic year if the interests of the students are not disproportionally compromised thereby.

Article 7.4 Publication
1. The dean will ensure appropriate publication of these regulations, as well as amendments to this document.
2. Anyone interested may consult the EER on the faculty's website.

Article 7.5 Coming into effect
These regulations will come into effect on September 1, 2016.
Any education and examination regulations laid down previously for the degree programmes will cease to apply from that date onwards.
As confirmed by the Dean, July 7, 2016.
Appendices

Appendix 1  Judicia

1. With due observance of the provisions set out in this article, the board of examiners is the body responsible for the decision whether a distinction will be awarded and if so, which distinction will be awarded.
2. The distinction:
   a. ‘cum laude’ will be awarded if the weighted average result of the final assessment of the components referred to in paragraph 3 equals or is higher than 8.0; or
   b. ‘summa cum laude’ will be awarded if the weighted average result of the final assessment of the components referred to in paragraph 3 equals or is higher than 9.0.
3. The distinction will be calculated on the basis of all components of the examination programme for which a mark has been awarded on a scale ranging from 1 to 10, except extra-curricular components.
4. The number of ECs of the components referred to in paragraph 3 will serve as the weighting ratio for the calculation of the weighted average result, unless provided otherwise in the programme-specific part of these regulations.
5. The distinction will not be awarded if more than 10 per cent of the total study load of the examination programme (being one or more components) has been resat or if interim examinations have been resat more than once, notwithstanding the authority of the Examination Board to decide otherwise, stating reasons therefore.
6. The distinction will not be awarded if fraud was established in one of the entire examination programme’s components.

Appendix 2  Final qualifications of the Programme

The final qualifications (learning outcomes/goals) for the Programme read as follows:

Theoretical and methodological knowledge and insight
1. The student has detailed knowledge and insight in key scientific questions (concerning rationalisation, inequality, cohesion) proposed in sociology, communication science, anthropology and development studies in general and in comparative empirical research in particular.
2. The student has detailed knowledge and insight in important multi-disciplinary theoretical developments in modern comparative social research.
3. The student has detailed knowledge and insight in advanced research designs, quantitative statistical analyses and case study methods for comparative empirical research.

Research and communication skills
1. The student is able to independently formulate innovative comparative research questions, using existing studies that typically offer limited and incomplete information.
2. The student is able to derive innovative hypotheses from comparative social science theories.
3. The student is able to collect and to systematically analyse comparative data and other complex materials using an appropriate research design and advanced research methods (advanced statistical analysis, ethnographic procedures, systematic content analyses).
4. The student is able to independently complete the empirical cycle of questions, theories and hypotheses, data and methods, analyses and findings, and their theoretical implications in a successful manner.
5. The student is able to independently write coherent scholarly documents (assignment papers, MSc thesis, journal paper, research proposal, policy report), including academic reports on the comparative research he or she conducted, written in clear and correct English.
6. The student is able to present the findings of this comparative research, or the work of others, orally in English to specialist and non-specialist audiences and to critically discuss the results.

Academic attitudes and learning skills
1. The student has a flexible and effective critical attitude towards social science questions and prevailing theories, methods and findings. He or she is aware that in social science research, decision making and
problem solving are typically based on limited information, and that research findings are typically tentative and subject to revision in light of new information.

2. The student is aware of social, cultural and ethical issues required to function adequately in a future profession (work or vocation). He or she has a readiness to collaborate and is able to participate in cooperative team effort when working in a multi-disciplinary group.

3. The student has an attitude of scholarly integrity. He or she has the ability to recognise personal shortcomings and limitations, to redress limitations in knowledge and expertise, and has a critical attitude towards his or her performance as a social scientist.

4. The student has the learning ability that allows him or her to undertake further academic study with a high degree of autonomy. He or she has a desire to learn and is able to independently study relevant scientific journal papers and academic books and to grasp significant developments in the social and cultural sciences in general and in comparative social research in particular.

Appendix 3 Rules of conduct
The Faculty of Social Sciences seeks to offer a work environment where employees and students work and study with effort, joyfully, and aimed towards obtaining results. To facilitate this, the faculty has adopted a number of rules governing conduct in the faculty. These rules of conduct are taken to form the foundation of a motivating and inspiring work environment. It is the mutual responsibility of employees and students to take care of them.

Points of reference
The faculty seeks to provide an atmosphere characterized by:
- mutual respect and personal development;
- openness and trust;
- cooperation and responsibility.

This implies that
- everyone should be treated with respect, without being offensive or hurtful. Treat others as you want to be treated. This goes for all forms of communication including verbal, written, e-mail, blackboard, chat-rooms, course evaluations, contacts with secretary and supporting staff;
- everyone makes sure to familiarize themselves with and act according to the rules in the various regulations (e.g. EER, student-act, regulation on academic integrity, users' regulation RU-network and Surf-net) as well as the agreements made with respect to attendance, deadlines, review period, completing assignments, among others;
- one sticks to an agreement once made;
- students and lecturers are jointly responsible for the successful functioning of the educational process. They can and may appeal to their responsibility;
- one may expect good intentions from others and must not adhere to prejudicial judgements;
- everyone makes sure to be familiar with relevant information and last minute changes in the educational organisation and content, for instance via Blackboard;
- everyone respects each other's properties and takes care of locations and materials used.

Basically, this all boils down to the same thing: treat each other with respect. The faculty trusts that students and employees will act accordingly.

Appendix 4 Fraud and plagiarism
1. Notwithstanding the provisions in article 1.2 of the EER fraud during a written examination with multiple-choice and/or open-ended questions may consist of:
   a. copying from others or a cheat sheet;
   b. using study aids (e.g. dictionaries, calculators, mobile telephone and cameras) without permission during an interim examination;
   c. exchanging information inside or outside the examination room during the examination;
   d. impersonating someone else during an interim examination or allowing someone else to represent oneself during an interim examination;
e. being in possession of the assignments for an interim examination before that interim examination is held;
f. taking or duplicating the examination papers of an interim examination during the examination or inspection or distributing these without permission of the examiner.

The above list is not exhaustive.

2. Fraud during other exam formats may consist of the fabrication of data and/or falsifying of data and/or plagiarism. Fabrication is defined as inventing or otherwise fabricating research data. Falsification is defined as manipulating or falsely presenting research data and results. Plagiarism is defined as:
   a. copying texts, thoughts and/or reasoning of others and presenting these as one’s own;
   b. submitting previously submitted or similar texts for assignments from other programme components without acknowledging the source;
   c. submitting papers obtained from a commercial organisation or written by someone else - whether in return for payment or not.

The above list is not exhaustive.

3. In addition to the perpetrator, accomplices may also be punished in cases of fraud and plagiarism. If the work copied from a fellow student was copied with the permission and/or assistance of that fellow student, he/she will in any case be considered an accomplice as defined in the previous sentence.

4. Suspicion of fraud or plagiarism may be determined before, during or after an interim examination.

5. If the proctor believes he/she has discovered a student committing fraud during a written interim examination, the proctor will immediately make note of this on the exam protocol. The proctor will also make note of this on the answer sheet of the participant suspected of fraud, either when the fraud was discovered or when the participant submits the examination papers. After the interim examination, the proctor will make a written report of the detected fraud. The examinee will be given the opportunity to add a written comment to the report. The written report and any comments will be handed to the relevant examiner, who is then required to contact the Examination Board for further handling.

6. An examiner may use a plagiarism detection program such as Turnitin to investigate plagiarism.

7. If the examiner or any other party involved thinks they may have discovered fraud or plagiarism before, during or after the assessment of other exam formats, he/she must report this to the Examination Board and submit a file with evidence to prove the fraud or plagiarism.

8. The Examination Board will determine whether fraud has been committed after investigating the matter.

9. If an examinee is found guilty of fraud, the Examination Board may exclude him/her from further participation in the examination or interim examination in question, as well as from participation in other interim examinations for up to one year after the fraud is discovered.

10. In the event of serious fraud, the Examination Board may recommend that the student's enrolment for the degree programme be terminated.
Advanced Qualitative Research Methods and Analysis (6);

3. Comparative Research Application:
   - Comparative Sociological Research (6);
   - Comparative Development Research (6);
   - Comparative Anthropological Research (6);
   - Comparative Economic Research (6) or Comparative Communication Research (6);

4. Comparative Research Training: 
   - Comparative Research Project (12);

subtotal ............................................................................................................................................. 60

second year:

1. Optional courses ................................................................. 12
2. Master's Thesis ................................................................. 42
3. Scientific journal paper ............................................................ 6

subtotal ................................................................................................................................. 60