

**Faculty of Social Sciences**  
**Master's programme in Pedagogical Sciences**

# Education and examination regulations 2020-2021

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## COVID-19 GUIDELINES

1. Following the outbreak of COVID-19 (the coronavirus) the Executive Board has established various guidelines as referred to in Article 7 of the Structural Regulations of Radboud University for the organisation and coordination of the education and the examination of the degree programme. The guideline can be found on the following websites.  
<https://www.ru.nl/english/news-agenda/news/coronavirus-radboud-university/vm/corona-guidelines/>  
<https://www.radboudnet.nl/english/whowhatwhere/services-facilities/services/bjz/regulations/>
2. The provisions of these Education and Examination Regulations apply without prejudice to the provisions of the guidelines referred to in paragraph 1.

## PART 1 GENERAL PROVISIONS

### Section 1 General provisions

#### *Article 1.1 Applicability*

1. These Education and Examination Regulations (EER) (hereinafter, regulations) apply to the Master's degree programme in Pedagogical Sciences, (hereinafter, the programme), CROHO number 66607. The programme is set up by the Executive Board of Radboud University (hereinafter RU) and is offered by the Faculty of Social Sciences (hereinafter, the faculty). Part 2 of these regulations lists the provisions applicable to all Master's degree programmes of the faculty. Part 3 specifies the additional provisions applicable to this particular programme.
2. The present regulations apply to all students enrolled in the programme in 2020-2021.
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 11.1).

#### *Article 1.2 Definitions*

1. The terms used in these regulations, which are also used in 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 Act.
2. Apart from the terms referred to in paragraph 1, is understood by:
  - Contact hour: a tuition period during which the lecturer is physically present or face to face interaction is possible;
  - EC (European Credit): the course load entity in accordance with the European Credit Transfer System, in which 1 EC is equivalent to 28 hours of study;
  - Education week: week in which education is provided, as laid down in the RU's annual time table;
  - Examination programme: the entirety of units of study, resulting in a Master's degree certificate;
  - Examiner: a person appointed by the Examination Board to administer examinations and determine the results;
  - Extracurricular elective unit of study: component to be determined by the student, which is not part of regular curriculum;
  - Fraud: any act or omission by a student which, in its nature, is intended to have as an effect that proper assessment of the knowledge, understanding and skills of that student or another student, is made fully or partially impossible (Appendix 2);
  - Free elective unit of study: component entirely to be determined by the student, which is part of the free elective room of the regular curriculum;
  - Final paper: final paper for the programme, also known as dissertation or thesis;
  - Interim examination: umbrella term for all common assessment methods, as referred to in article 7.10 paragraph 1 of the Act and as described in article 4.1.1;
  - Interim examination date: the date on which the interim examination is administered by or on behalf of the examiner;

- Modular examination: an examination with respect to the knowledge, understanding and the skills of the examinee, as well as the assessment of the outcomes of that examination, which in coherence with one or more other examinations referred to here, constitute the interim examination as referred to in article 7.10 paragraph 1 of the Act. Where these regulations refer to interim examination, this term also include module tests, unless stipulated otherwise;
  - Pre-master: a programme as referred to in article 7.30e of the Act to support students who do not meet the admission requirements;
  - Prospective student: a student who has registered in Studielink, but has not yet enrolled;
  - Resit: the re-examination of an examination as referred to in in article 7.10 paragraph 1 of the Act. Where these regulations refer to interim examination, this term also include resits, unless stipulated otherwise;
  - Unit of study: part of the degree programme (component) as referred to in article 7.3 of the Act;
  - Working day: Monday to Friday, with the exception of the non-working days determined by the RU Management Team Education and Student Affairs (MESA).
3. Where these regulations refer to 'the student', the prospective student is included, wherever relevant.

## PART 2 GENERAL PART

### Section 2 Admission to the programme and education

#### *Article 2.1 Admission requirements and procedures*

1. The Dean decides, on behalf of Executive Board, on the admission to the programme.
2. The admission requirements are laid down in article 8.2 of the programme-specific part of these regulations.

#### *Article 2.2 Premaster*

1. In the event that not all admission criteria have been met but the Admission Board is of the opinion that the deficiencies can be remedied within a reasonable period of time, the scope and the content of a pre-master programme will be determined upon request.
2. The student will only be admitted to the degree programme if the pre-master programme has been completed and all admission requirements have been met.

#### *Article 2.3 Admission to tuition and examinations*

1. Students who are enrolled in the programme may attend all units of study in that programme and may sit the corresponding interim examinations.
2. In derogation of the provision in paragraph 1 specific admission requirements may be requested for a unit of study. These are laid down in article 8.3 of the programme specific part of these regulations.
3. In special circumstances, the Examination Board may exempt the student from the entry requirements, with or without imposing alternative requirements.
4. Admission to tuition and interim examinations is not made dependent on other financial contributions than tuition fees, unless costs should be involved that are connected with the unit of study involved. If any costs referred to in this paragraph should be involved, these costs are listed in the prospectus.

### Section 3 Structure and form of the programme

#### *Article 3.1 Master's final examination, degree and distinction*

1. The programme will be concluded by the Master's final examination.
2. The student who has passed the final examination of the Master's degree programme will be awarded the Master of Science (MSc) degree.
3. The Examination Board may award a distinction to a student who has successfully passed the Master's final examination. The rules for awarding a distinction have been laid down in the Guideline for Distinctions. In order to provide the student with proper and clear information this guideline is attached to these regulations as Appendix 1.

### ***Article 3.2 Learning outcomes and curriculum***

1. The programme comprises the total units of study as described in article 9.5 of the programme-specific part of these regulations, aimed at the realisation of well-defined objectives in the areas of the knowledge, understanding and skills that those completing the course are deemed to possess.
2. The learning outcomes of the programme are laid down in article 9.1 of the programme-specific part of these regulations
3. In the context of the programme the student is required to write a final paper as an individual proof of competence. The Examination Board may decide this requirement is to be replaced by participation in a research project or by an internship which is subject to an individual report in accordance with applicable academic standards.

### ***Article 3.3 Adding units of study (extra-curricular)***

1. Adding elective units of study obtained outside the programme is permitted.
2. No permission of the Examination Board is needed for adding units of study at the RU, Dutch and partner universities abroad.
3. In the event that workload and study results of the units of study to be added differ from those provided for in these regulations, conversion will take place. The Examination Board will decide on the conversion, with due observance of the Radboud University memo 'Conversion of workload and study results' (Conversie van studiebelasting en studieresultaten).
4. Added units of study will be listed on the diploma.

### ***Article 3.4 Replacing units of study***

1. In special cases a student may, with the permission of the Examination Board, replace an obligatory unit of study of the programme by another unit of study.
2. The replacing of units of study as meant in paragraph 1 is only allowed if the Examination Board has given permission before the start of the unit of study.
3. The final paper cannot be replaced, other than stipulated in article 3.2, paragraph 3.

### ***Article 3.5 Exemptions***

1. Granting exemptions from units of study is permitted, unless provided otherwise in the programme-specific part of these regulations.
2. At the request of a student and having heard the examiner involved, the Examination Board may exempt the student from a unit of study, if this student:
  - a. has either completed a relevant unit of study of a university or higher professional programme that is similar both regarding contents and level; or
  - b. demonstrates - after successfully passing an assessment as requested by the examiner - having adequate knowledge and skills regarding the unit of study in question as a result of relevant work experience or professional experience.
3. For units of study in the first period of the first year exemptions may be granted up to two weeks after the start of the unit of study. For all other units of study exemptions must be granted before the start of the unit of study.



4. The percentage of exemptions will never be more than 50 percent of the programme's credits.
5. No exemption will be granted for the final paper.
6. In the case of a Double Degree Programme, the student can address a request to the Examination Boards of both Degree Programmes to perform only one graduation project that meets the final requirements of both Degree Programmes. Such a request will only be honoured if both Examination Boards agree.
7. The Examination Board does not grant exemptions on the basis of results obtained in the period in which the student was banned from sitting interim examinations as referred to in the Regulations on fraud (Appendix 2).

#### ***Article 3.6 Elective programme***

1. The programme's Examination Board decides on a request for permission to attend an elective programme as meant in article 7.3d of the Act. The Examination Board will verify whether the programme fits within the degree programme's domain which the Examination Board is accountable to, if it is sufficiently coherent and if the level is adequate in the context of the programme's learning outcomes.
2. The request in question will have to be submitted at least two months prior to the start of the programme.

#### ***Article 3.7 Teaching periods and interim examinations***

1. The programme will be offered in an annual schedule consisting of two semesters, set by the Executive Board.
2. A semester is divided in two periods.
3. At the end of each period interim examinations are scheduled.
4. The programme-specific part at least arranges in which semester the opportunity is provided to attend courses and to sit the interim examinations of the units of study.
5. In derogation of the provision in paragraph 1 and 2 of this article, the Master's programmes can adjust the semester schedule to fit educational needs.

#### ***Article 3.8 Language***

Article 9.4 of the programme-specific part of these regulations stipulates the language/languages in which the units of study are taught.

## **Section 4 Examinations**

More detailed provisions regarding the assessment of the units of study are outlined in the Rules and Regulations of the Examination Board (<https://www.ru.nl/socialsciences/stip/faculty-study-information/arrangements/education-examination-regulations/>).

#### ***Article 4.1 Structure and requirements of the interim examinations***

1. Each unit of study of the programme will be completed by an interim examination. Interim

examinations may comprise more than one modular interim examination and can be taken either in writing, online or orally. Apart from written or oral examinations, tests with multiple choice and/or open questions, papers, theses, assignments, take-home examinations, reports, presentations or a combination of any of these is possible.

2. In addition to the provisions set forth in paragraph 1 for units of study that also comprise a practical and/or work group, attendance levels and the degree of active participation may be included in final grading.
3. In principle, oral interim examinations are administered in public and these examinations consist of an individual test in which, normally no more than one person is tested at the same time.
4. Oral interim examinations are administered in the presence of at least a second examiner or an observer appointed by the Examination Board. Otherwise the interim examination is to be recorded. In the case that a presentation is part of the final examination, the same rules apply. The same applies to presentations that count for more than 40% of the final grade. This provision does not refer to practical assignments.
5. At the request of the student the Examination Board may, on behalf of the dean, decide that students with an impairment, by way of special examination facilities, sit the interim examinations in a form adapted to that impairment. Prior to making a decision on this matter, the Examination Board may seek expert advice. In so far as facilities in the context of a 'digital test' are concerned, the Examination Board, when formatting the facility, may seek advice from the faculty's digital testing coordinator.
6. In the prospectus information will be provided for each individual unit of study on the way in which the interim examinations will be administered.
7. Representative sample questions, both in number, form and content will be made available to the students at least one week prior to the examination. For interim examinations with open questions at least one sample question and model answer are made available; for multiple choice examinations at least three questions and answers.
8. The course manual must be published at least one week before the start of the unit of study on the online learning environment. The course manual includes materials for the interim examination preparation, compulsory literature, examination methods and weighting of various interim examination parts in the determination of the final grade. For all students assessment criteria have to be available for final assignments, theses, assignments, reports and presentations.
9. Interim examination dates must be announced no later than one month before the start of a semester.
10. If a unit of study starts on the first day of an academic period set by the Executive Board, no requirements may be imposed on students regarding literature having been studied or assignments having been completed for that unit of study on that day. Necessary preparatory actions - such as reading course manuals or looking for an internship - are permitted.
11. If there are legitimate grounds, the Examination Board may decide that an interim examination is taken in another form than described in the prospectus.

#### ***Article 4.2 Rules when administering interim examinations***

For the proper course of events during examinations that are administered in the examination rooms

of the Radboud University, the dean has adopted the Regulation House rules Examinations in a separate decision. In order to provide the student with proper and clear information these rules have been attached to these regulations as Appendix 3.

#### ***Article 4.3 Frequency of interim examinations***

1. For each unit of study opportunity is given for one interim examination and one resit each academic year, on the dates set by the programme director unless provided otherwise in the programme-specific part of these regulations.
2. If the examination referred to in paragraph 1 consists of module tests, the resit also consists of module tests, unless stated otherwise in the programme specific part.
3. Contrary to the stipulation in paragraph 1, there will be only one opportunity to take an interim examination for a unit of study that was not taught in that particular academic year. The Examination Board may decide otherwise.

#### ***Article 4.4 Language of the interim examinations***

The interim examinations are offered in the programme's language of instruction, unless provided otherwise in the programme specific part of these regulations.

#### ***Article 4.5 Registration and application for interim examinations***

1. Students register through OSIRIS for a unit of study of the programme.
2. If student is registered for a unit of study he or she is also registered for the first interim examination in the corresponding academic year.
3. Registering for an interim examination is possible until 11.59 pm on the day before a period of five working days preceding the date of the interim examination, meaning there must always be five full working days between the registration deadline for a particular interim examination and the date of that interim examination. The day on which the interim examination takes place is never included in this period of five working days. After this date registration no longer is possible, unless the Examination Board in special cases decides otherwise.
4. If a student should not want to sit the interim examination, he or she will have to deregister through OSIRIS, no later than five full working days before the interim examination date.

#### ***Article 4.6 Re-sit of interim examinations***

1. Interim examinations may be retaken once within the same academic year, even when the result is a pass.
2. If a student wants to re-sit an interim examination he/she has to register.
3. Registering for a re-sit is possible until 11.59 pm on the day before a period of five working days preceding the date of the re-sit, meaning there must always be five full working days between the registration deadline for a particular re-sit and the date of that re-sit. The day on which the resit takes place is never included in this period of five working days. After this date registration no longer is possible, unless the Examination Board in special cases decides otherwise.
4. If feedback has been provided within a reasonable time period, successfully passed interim

examinations (essays, assignments, report etc.) cannot be retaken, unless stated otherwise in the course manual. A final paper for a programme that receives a passing grade may only be redone in the sense that an entirely new paper is written.

5. If a student re-sits an interim examination, in all cases the most recent grade will determine the final result.
6. The course manual contains provisions on retaking modular interim examinations.
7. If a student does not pass the interim examination within the academic year he or she must retake the entire unit of study the following academic year, unless the examiner decides otherwise.

#### **Article 4.7 Determination of results**

1. The final grade of an examination will be rounded to the nearest whole and half grade points, as follows: 1; 1.5; 2; 2.5; 3; 3.5; 4; 4.5; 5; 6; 6.5; 7; 7.5; 8; 8.5; 9; 9.5; 10, unless the grade is not expressed as a number.
2. As determined in paragraph 1, the results of an interim examination cannot be set at 5.5. For arithmetical scores between 5 and 6, a score lower than 5.50 will be rounded to 5 and a score equal to or higher than 5.50 will be rounded to 6. The degree programme's course manual contains provisions on rounding scores of modular interim examinations for the different units of study.
3. If the result of an interim examination equals or is greater than 6.0 points, the interim examination is passed. If the result of the interim examination equals or is less than 5.0 points, the student has failed the interim examination.

#### **Article 4.8 Alphanumeric results**

Without prejudice to the provisions of article 4.7, the following alphanumeric results are established and registered in Osiris in the following cases:

- a. 'V' (pass, 'voldaan'), if the student has met the requirements for completing the unit of study;
- b. 'VR': (exemption, 'vrijstelling'), if the Examination Board has granted an exemption, with due consideration for the provisions in these regulations, for a unit of study of the examination programme;
- c. 'VLD' (sufficient, 'voldoende'), if the student has passed the unit of study;
- d. 'ONV' (fail, 'onvoldoende'), if the student has failed the unit of study;
- e. 'FR': fraud (fraud, 'fraude'): if the Examination Board has established that fraud was committed when the interim examination was administered and the Examination Board has declared the result of the interim examination in question invalid, with due consideration of the provisions of the Regulations on Fraud attached to these regulations as Appendix 2.

#### **Article 4.9 Publication of results**

1. The examiner will determine the results of an examination and takes care of registration in OSIRIS.
2. Grading period:
  - a. In case of an oral interim examination, the examiner will determine the result immediately or within five days after the interim examination was administered.
  - b. In case of written or online interim examinations, the grading period is no longer than fifteen

working days after the day the interim examination was administered. The last regulation also applies to written or online examinations divided into parts and to assignments/papers. For open-ended questions examinations and assignments/papers with more than 100 participants, a grading period of twenty working days applies.

3. By way of exception the Examination Board may - in consultation with the examiner - extend the period referred to in paragraph 2 or reduce this period. Students must be informed before the expiry of the deadline.
4. The grading period is mentioned on the examination form or the digital learning environment.
5. A minimum period of ten working days must be maintained between the date of the announcement of the result and the date of the re-sit, except for units of study in the fourth period with both the interim examination and the re-sit in the same period, where this minimum period is five working days.
6. When the results are published, the student will be informed about the right to inspect his or her marked work as referred to in article 4.8 and about the possibility of appealing at the Examinations Appeals Board
7. During completion of the programme's final project an independent second reader will be consulted as well as a thesis supervisor.
8. In the case of suspected fraud or plagiarism, the provisions contained in the Regulations on Fraud during interim examinations and examinations must be followed (Appendix 2).

#### ***Article 4.10 The right to inspect the interim examinations***

1. Within a period of a maximum of twenty working days following the publication of the results of a written interim examination or re-sit the student in all cases has the right to inspect the questions and the work marked, as well as receive an explanation of the formal assessment criteria.
2. If deemed necessary, the Examination Board can, after consultation with the examiner, extend or shorten the period of twenty working days as mentioned in paragraph 1 of this article.
3. The inspection will take place under supervision of at least an examiner and/or another person with substantive knowledge regarding the course.
4. 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 prior to the start of the unit of study.
5. Time, date and - preferably - place of the inspection will be announced at least five working days in advance.
6. If a student is unable to attend the inspection 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 paragraph 1 of the present article.
7. 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.
8. The provision in paragraph 7 does not apply to units of study in the fourth period with both the interim examination and the re-sit in the same period, where this minimum period is two working days.

9. The provisions in paragraph 1 up to 7 do not apply to modular examinations, unless provided otherwise in the course manual.

#### ***Article 4.11 Validity term of examinations***

1. The validity term of any examination that has been passed is indefinite, unless provided otherwise in the programme specific part of these regulations, with due observance of the stipulations on this matter laid down in the Act.
2. In case of a restricted validity term, the Examination Board, in special circumstances and in individual cases, may extend the validity term. In the event a student has been granted financial support under the Profiling Fund, as referred to in the Act, because of an impairment or chronic illness, the Examination Board extends the period, at any time, at least by the number of months that the financial support has been granted by the Executive Board.
3. The student is notified, in due time, of the expiry of the validity term applicable for an examination that was passed. This notification, by or on behalf of the dean, states that the relevant knowledge, understanding and/or skills are outdated and explains the reasons why.
4. The provisions in paragraph 1 of the present article do not apply for modular examinations. The validity term of modular examinations is always limited to the end of the relevant unit of study.

#### ***Article 4.12 Determination of final Master's examination results***

1. When students have completed all interim examinations successfully, they must apply for the final Master's examination themselves.
2. The Examination Board will determine the results of the examination as soon as the student has passed the interim examinations forming part of either the units of study of the programme in question or of the phase of the programme in question and has submitted proof thereof. The examination date is the date of the last interim examination successfully completed.
3. Prior to determining the results of the final Master's examination, the Examination Board itself may conduct an inquiry into the student's knowledge with respect to one or more units of study or aspects of the degree programme. If this is the case, this will be elaborated upon in the programme-specific part of these regulations.

## **Section 5 Study progress, student counselling and course advice**

#### ***Article 5.1 Study progress and student counselling***

1. The dean is responsible for the registration of the study results in such a way that every student can obtain an updated overview of the results registered in the system OSIRIS at that moment.
2. The dean is responsible for providing adequate student counselling.

## Section 6 Teaching evaluation

### *Article 6.1 Teaching evaluation method*

With due observance of the quality assurance system of the university, as laid down in the Handbook Quality Assurance System Degree Programmes Radboud University (Handboek Kwaliteitszorg Onderwijs Radboud Universiteit), the dean sees to it that the units of study taught in the programmes will be systematically evaluated.

## Section 7 Miscellaneous stipulations

### *Article 7.1 Code of conduct*

The faculty has instituted a Code of conduct that both students and employees are expected to follow. This Code of conduct is attached in Appendix 4 of these regulations.

### *Article 7.2 Scientific integrity*

Regarding research and education within the faculty, regulations are in place as formulated by the 'Notitie Wetenschappelijke integriteit' at the KNAW ([www.knaw.nl/nl/actueel/publicaties/notitie-wetenschappelijke-integriteit](http://www.knaw.nl/nl/actueel/publicaties/notitie-wetenschappelijke-integriteit)) and elaborated by the 'Nederlandse gedragscode wetenschapsbeoefening' by the VSNU. ([www.vsnu.nl/wetenschappelijke\\_integriteit.html](http://www.vsnu.nl/wetenschappelijke_integriteit.html)).

## PART 3 PROGRAMME SPECIFIC REGULATIONS

### Section 8 Access to the degree programme and education

#### *Article 8.1 Entering the programme*

1. Enrolment for the programme is only possible at September 1.
2. Enrolment for the programme is only possible if the graduation date for the prior education degree on which the enrolment is based precedes the enrolment date.
3. In derogation of the provisions in paragraph 1 and 2 of this article due to situation of the COVID-19 virus the programme 2020-2021 has more entering moments (<https://www.ru.nl/english/education/masters/diversities-in-youth-care/admission-and-application/>).

#### *Article 8.2 Admission requirements*

1. Admission to the programme will be granted to:
  - a. those who have passed the Bachelor's examination in Pedagogical Sciences or the Bachelor's Examination in Pedagogical Sciences of Primary Education at a Dutch university. The Examination Board may require supplementary conditions to be met if the Bachelor's examination took place more than six years previously and there are substantive reasons for doing so.
  - b. those who have completed the pre-master programme as described in Appendix 6.
2. Admission will also be granted to a student who has completed at least a Bachelor's programme and in the opinion of the Examination Board has given sufficient proof of suitability to follow the programme.

#### *Article 8.3 Programme specific entry requirements*

1. Students are admitted to the interim examinations of the successive specialisation units of study in period 2 provided they have participated the specialisation unit of study in period 1.
2. Contrary to the provisions in the general part of these regulations students may not participate in the courses of the units of study Internship Orthopedagogics and Diagnostics before they have completed the following units of study of the Bachelor's programme:
  - Beroepsvaardigheden 3: Orthopedagogiek of Beroepsvaardigheden gevorderd
  - Methodiek van de psychodiagnostiek;
  - Behandelingsmethodiek.
3. Contrary to the provisions in the general part of these regulations students may only participate in the unit of study Internship Pedagogics if they have successfully completed one of the following units of study of the Bachelor's programme:
  - Beroepsvaardigheden 3: orthopedagogiek
  - Beroepsvaardigheden 3: onderwijs en pedagogiek.
4. Those who have obtained a Bachelor's degree in one of the Pedagogical Sciences programmes from a Dutch university may be admitted to the units of study Internship mentioned in paragraph 2 and 3 if a student can proof that a specialisation Orthopedagogics has been followed (required for Internship Orthopedagogics ) or a specialisation Pedagogics (required for Internship Pedagogics).



## Section 9 Programme structure and design

### *Article 9.1 Specific learning outcomes*

1. The programme aims to:
  - a. bring students to an advanced level of knowledge, skills and insights in the field of Pedagogical Sciences;
  - b. give students an advanced academic training;
  - c. bring students to such a level, mentioned in paragraph 1 sub a and b, that this accords with the Bachelor's programme in Pedagogical Sciences;
  - d. train students in such a way that after the completion of the programme they are capable of independent academic research in the field of Pedagogical Sciences, and to follow a subsequent study that is mainly self-directed or autonomous in nature;
  - e. train students in such a way that they are capable of applying knowledge, insights and problem-solving abilities in new or unknown situations within a broad (or multi-disciplinary) context that is related to the field of Pedagogical Sciences;
  - f. train students in such a way that they are capable of integrating knowledge and to work with complex matters;
  - g. train students in such a way that they are capable of making an expert judgement, even when the information available is limited, and in so doing take into consideration the social and ethical responsibilities that are involved in applying one's own knowledge and judgment;
  - h. train students in such a way that they are capable of communicating their conclusions, along with the knowledge, motivation and considerations on which these are based, to a public of specialists and non-specialists.
2. Students who have satisfactorily completed the programme will have:
  - a. advanced knowledge, insights and skills in the field of Pedagogical Sciences;
  - b. the skills to carry out independent research in the field of Pedagogical Sciences;
  - c. sufficient knowledge to follow a subsequent study in the field of Pedagogical Sciences that is mainly self-directed or autonomous in nature.
3. The further elaboration of paragraph 1 and 2 is attached to these regulations as appendix 5.

### *Article 9.2 Study load*

The programme will have a study load of 60 EC. The programme's study load has been set by the Executive Board in a separate decision.

### *Article 9.3 Structure of the programme*

The programme will be offered exclusively as a full-time programme. The programme's form is determined by the Executive Board in a separate decision.

### *Article 9.4 Language of instruction*

1. The programme will be conducted in the Dutch language. For international students the graduation specialisations Diversity in Youth Care and Gifted Education and the other units of study of the

Master's programme can be followed totally in the English Language

2. Contrary to the provision in paragraph 1 units of study (partially) may be conducted in English and interim examinations may be taken in English. It concerns in any case the following units of study, with reference to the corresponding semester (x):
  - PWM020 Complex Systems Theory (2);
  - PWM150 Educating the Gifted (1);
  - PWM160 The Good Life (1);
  - PWM200 Dealing with Diversities in Care (1));
  - PWM300 Theorizing Diversities in Care (1)
  - PWM030B Coaching in Practice International Students (2)
3. If interim examinations are taken in English and open questions are used students in any case have the opportunity to answer in the Dutch language. Answering in the English language is optional. Interim examinations in the English language that consist entirely of multiple-choice questions are taken in the English language. This applies both questions and answers.

#### ***Article 9.5 Composition of the programme***

1. The programme has seven graduation specialisations:
  - a. Angst- en stemmingsstoornissen;
  - b. Beperkingen en handicaps;
  - c. Diversities in Youth Care;
  - d. Forensische pedagogiek;
  - e. Gifted Education;
  - f. Pedagogische ethiek
  - g. Risicogedrag;
  - h. Speciale leerbehoeften.
2. The graduation specialisations consist of the following units of study with reference to the corresponding semester (x) and the study load in EC (total 60):
 

a. PWM220 Master's thesis (1 and 2) .....	15
b. PWM010 Ethiek (2) .....	4
c. PWM020 Complex Systems Theory (2) .....	4
d. Coaching (1 or 2) .....	4
e. Specialisation units of study (two per specialisation, see 3) .....	8
f. Internship (1 and 2), choice of :	
- PWM240 Orthopedagogie .....	20
- PWM230 Pedagogie .....	20
g. Choice of*:	
- PWM280 Diagnostiek (1 and 2) .....	5
- BCU3017 Policy Cycle (2).....	6

\* Choice of the unit of study Diagnostiek or Policy Cycle depends on choice of the internship. Students who choose an internship Orthopedagogie take the unit of study Diagnostiek. An internship Pedagogie Students is combined with the unit of study Policy Cycle.

### 3. Overview of specialisation units of study

#### *Angst- en stemmingsstoornissen:*

1. PWM050 Angst en depressie: actuele ontwikkelingen en trends (1) .....4
2. PWM060 Klinische vaardigheden voor angst en stemmingsstoornissen (1).....4

#### *Beperkingen en handicaps:*

1. PWM120 Interventies bij mensen met functiebeperkingen (1) .....4
2. PWM110: Participatie: opvoeden en begeleiden van mensen met een beperking (1) .....4

#### *Diversities in Youth Care*

1. PWM200 Dealing with Diversities in Care (1).....4
2. PWM300 Theorising Diversities (1) in Care .....4

#### *Forensische pedagogiek:*

1. PWM260 Dwang en drang (1) .....4
2. PWM270 Crimogene factoren (1).....4

#### *Gifted Education:*

1. PWM150 Educating the Gifted (1).....4
2. Course Abroad (2) .....4

#### *Pedagogische ethiek*

1. PWM180 Belang van het kind: rechten en behoeften(1) .....4
2. PWM160 The Good Life(1)) .....4

#### *Risicogedrag:*

1. PWM070 Recente ontwikkelingen in risicogedrag (1) .....4
2. PWM080 Risicogedrag: onderzoek en klinische praktijk (1) .....4

#### *Speciale leerbehoeften:*

1. PWM095 Theoretische verklaringsmodellen van het speciaal leren (1) .....4
2. PWM105 De scientist-practioner binnen het speciaal leren (1) .....4

5. A description of the units of study outlined in paragraph 1 to 4, including contact hours, (a summary of) learning objectives and instructional and examination methods included, is provided in the programme's prospectus.

N.B.: Specialisation and unit of study titles in article 9.5 may be amended.

### **Article 9.6 Participation in education**

1. In principal - regarding participation in units of study - the following rules apply:
  - a. participation in lectures and question & answer lectures is optional;
  - b. participation in work groups is optional. An exemption applies to practical training. Participation in these work groups is mandatory.
2. Mandatory participation and possible penalties for not participating must be stated in the course manual for the unit of study concerned.
3. Derogation of paragraph 1 of this article is permitted, provided justified well and described in the course manual.
4. If the provisions stipulated in the previous paragraph are not fulfilled, mandatory participation may not be imposed.

## Section 10 Examinations

### *Article 10.1 Participation in interim examinations*

In addition to what was established in article 4.3 of these regulations an internship in both Orthopedagogy and Pedagogy will be offered no more than twice during the programme, with the understanding that if the student fails to meet the required standard during the internship or the internship is terminated before the agreed period, another chance will be offered in a different place in order to obtain the marks required for the internship.

## PART 4 TRANSITIONAL AND FINAL PROVISIONS

### Section 11 Final provisions

#### *Article 11.1 Safety net scheme and hardship clause*

1. The dean will make decisions in individual cases not covered or insufficiently covered by these regulations.
2. In individual cases of extreme unfairness, the Examination Board or the dean is authorised to make an exception to the provisions of these regulations in favour of a student.

#### *Article 11.2 Adoption and amendments*

1. Notwithstanding the provisions in article 7 of the Structure Regulations of Radboud University, these regulations are drawn up or amended by the dean after receiving advice from the programme committee and after having obtained the approval of the faculties' general assembly (facultaire gezamenlijke vergadering).
2. In special cases, an amendment made to these regulations can take effect in the present academic year, only if this does not disproportionately compromise the interests of the students.

#### *Article 11.3 Publication*

1. The dean will be responsible for suitable publication of these regulations and of possible amendments to these.
2. Any interested party may consult the EER on the faculty's website.

#### *Article 11.4 Entry into force*

These regulations will enter into effect on September 1, 2020.

Any Education and Examination Regulations laid down previously for the programme will cease to apply from that date onwards.

As established by the dean on June 18, 2020.

## APPENDIX 1      DISTINCTIONS

1. With due observance of the provisions set out in this article, the Examination Board will determine 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 units of study 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 units of study referred to in paragraph 3 equals or is higher than 9.0.
3. The distinction will be calculated on the basis of all units of study of the examination programme for which a mark has been awarded on a scale of 1 to 10, except for extra-curricular units of study.
4. The number of EC of the units of study 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 units of study) 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 examination programme's units of study.

## APPENDIX 2 REGULATIONS ON FRAUD

### Paragraph 1 Introductory provisions

#### *Article 1 Purpose and scope of these regulations*

To prevent fraud during interim examinations and bachelor/master examinations as referred to in article 7.12b WHW, relating to the education and examination in the degree programme Pedagogical Sciences of Radboud University (hereinafter: RU) the dean of the faculty of Social Sciences adopts the following regulations.

#### *Article 2 Definitions*

The terms that are used in these regulations - in so far as these terms are also used in the Higher Education and Research Act (Wet op het Hoger onderwijs en Wetenschappelijk onderzoek, hereinafter: WHW) - have the same meaning that is given to these terms in the WHW or the EER.

### Paragraph 2 Definition fraud, procedure and sanctions

#### *Article 3 Definition of fraud*

1. At RU, fraud is understood to mean any act or omission by a student which, in its nature, is intended to have as an effect that proper assessment of the knowledge, understanding and skills of that student or another student, is made fully or partially impossible.
2. Fraud is in any case understood to mean:
  - a. fraud when taking written interim examinations, including
    - having materials available which are not permitted under the House Rules Examinations Rooms RU Regulations (Regeling Huisregels Tentamenruimten RU);
    - copying or exchanging information;
    - passing oneself off as someone else, or being represented by someone else during interim examinations;
  - b. fraud when producing theses and other papers, including
    - plagiarism in the sense of using or copying someone else's texts, data or ideas without complete and correct source references, plagiarism in the sense of copying the work of another student and presenting this as one's own work and other specifically academic forms of plagiarism; insofar as it leads to the description in paragraph 1.
    - fabricating (making up) and/or falsifying (distorting) research data;
    - submitting a thesis or another paper that was written by someone else.
  - c. other fraud in the context of interim examinations or examinations, including
    - taking possession of assignments, answer keys and the like, prior to the time the interim examination or examination is to take place;
    - changing answers to assignments in an interim examination or examination after it has been handed in for assessment;
    - providing incorrect information when applying for an exemption, extension of validity period, and

the like, of an interim examination or an examination.

3. An attempt to commit fraud will also be seen as fraud for the purpose of these regulations.

#### ***Article 4 Procedure for establishing fraud***

1. When fraud is suspected, the examination board or the examiner immediately informs the student of this suspicion. If the suspicion of fraud is established when the interim examination or the examination is administered, the examination board or the examiner will allow the student to complete the interim examination or the examination.
2. The examination board or the examiner may order the student to make any material related to the suspicion of fraud available to them.
3. For the purposes of the provisions in paragraphs 1 and 2 of the present article, examiner is also understood to mean the invigilator or any other RU member of staff.
4. The examination board or the examiner drafts a report of the suspicion of fraud. If the examiner drafts the report, he will send this report to the examination board without delay.
5. The examination board makes the report referred to in article 5 available to the student without delay and then starts an investigation into the matter. The examination board provides the student with the opportunity to respond to the report in writing. The examination board hears both the examiner and the student.
6. Within four weeks following the date the report was made available to the student, the board of examiners decides whether fraud was actually committed. The examination board informs both the student and the examiner of their decision in writing. The four-week period may be extended by two weeks.

#### ***Article 5 Remedial action***

If the examination board has established fraud:

- a. the examination board declares the relevant interim examination or examination invalid, and
- b. the examination board includes a statement in the student's student file that it has established fraud and, if applicable, which sanctions have been imposed.

#### ***Article 6 Sanctions***

1. If the examination board has established fraud has been committed, the board may:
    - a. determine that the student may not sit one or more interim examinations or examinations during a period to be set by the examination board, which period will be a maximum of one year;
    - b. determine that no distinction will be awarded on the degree certificate;
    - c. make a recommendation to the Dean of the Honours Academy that the student should not be admitted to the honours programme of the university or the faculty or recommend that the student's participation in the honours programme of the university or the faculty should be ended.
- If the examination board has established that serious fraud has been committed, the board may also
- d. make a recommendation to the executive board that the student's registration for a programme should be terminated with definitive effect.



2. After the examination board has established that serious fraud has been committed, the executive board - upon examination boards' recommendation - may terminate the student's registration for a programme with definitive effect.
3. The sanctions as referred to in this article are imposed as from the day following the date the student is notified of the decision that sanctions are imposed.

### **Paragraph 3 Transitional provisions**

Does not apply.

### **Paragraph 4 Final provisions**

#### ***Article 7 Decisions and legal protection***

1. Decisions pursuant to these regulations may be sent to the student digitally and/or by email.
2. The student can appeal against any decision made under these regulations, within six weeks following the date on the relevant decision, by lodging a notice of appeal at the Examinations Appeals Board ( College voor Beroep van de Examens (CBE)).

#### ***Article 8 Adoption and amendment***

1. These regulations are adopted by dean.
2. In so far as the content of these regulations relates to the duties and powers of the degree programme's examination board, the content must also be confirmed by that examination board.

#### ***Article 9 Effect***

These regulations take effect on 1 September 2019. These regulations will then replace any previous regulations.

#### ***Article 10 Publication***

1. The dean ensures the appropriate publication and possible amendments of these regulations.
2. For the purpose of appropriate and clear provision of information to students and prospect students, the dean include these regulations, every year, as an appendix to the Education and Examination Regulations (Onderwijs- en Examenregeling, OER) and as an appendix to the Rules and Guidelines (Regels en Richtlijnen, RR) of the programme.

## APPENDIX 3 REGULATIONS EXAMINATION ROOMS RU

### Paragraph 1 Introductory provisions

#### *Article 1 Purpose and scope of the regulations*

For the proper course of events during interim examinations and bachelor/master examinations relating to the education and examination of the degree programme Pedagogical Sciences that are administered in examination rooms at the Radboud University (hereinafter: RU), the dean of the faculty of Social Sciences of the RU adopts the following regulations.

#### *Article 2 Definitions*

The terms that are used in these regulations - in so far as these terms are also used in the Higher Education and Research Act (Wet op het Hoger onderwijs en Wetenschappelijk onderzoek, hereinafter: the Act) or the Education and Examination Regulations of the degree programme (hereinafter: the EER) - have the same meaning that is given to these terms in the Act and the EER.

#### *Article 3 Examiners and invigilators*

1. For the administration of examinations, the examination board of the degree programme Pedagogical Sciences has appointed one or more examiners.
2. The examiners appointed as referred to in paragraph 1 are responsible for the supervision and execution of the provisions in these regulations. On behalf of the examiner(s) appointed, one or more invigilators may be present in the examination rooms, assigned by or on behalf of the executive board.
3. When invigilators have been assigned, at least one appointed examiner is also present in the examination room or, as appropriate, available on call.

#### *Article 4 Instructions by the executive board*

1. These regulations include instructions in the sense of article 7.57 of the Act. In view of the executive board's mandating decision dated 15 May 2019, the dean is authorised to adopt these instructions on behalf of the executive board. The student is obliged to comply with the instructions laid down in these regulations.
2. A student who fails to comply with any instructions under these regulations may be denied access to the examination room by or on behalf of the examiner. Non-compliance with the instructions may also lead to a suspicion of fraud in the sense of the Regulations on Fraud (*Regeling Fraude*).

#### *Article 5 Guidelines for examiners*

These regulations include instructions in the sense of Article 7.12bh of the Act. The examiner is obliged to comply with the instructions laid down in these regulations.

#### *Article 6 Instructions by examiners for students*

1. The examiner may give instructions, in the context of the instructions described in these regulations,

to a student in the RU examination room if a concrete situation should be cause for this. The student is obliged to comply with these instructions.

2. The student who fails to comply with the instructions referred to in paragraph 1 may be denied access to the examination room by or on behalf of the examiner. Non-compliance with the instructions may also lead to a suspicion of fraud in the sense of the Regulations on Fraud (*Regeling Fraude*).

## Paragraph 2 House Rules

### **Article 7 Admission to the examination room and leaving it**

1. With respect to entering and leaving the examination rooms, the following applies:
  - a. the examination room is accessible for the student at least 15 minutes before the examination starts;
  - b. except in the circumstances described in paragraphs c and d of the present article, the student is no longer admitted into the examination room after the examination has started;
  - c. the student who arrives too late at the examination room is given the opportunity, 15 minutes following the start of the examination, to be as yet admitted into the examination room;
  - d. the student is permitted to use the toilet during the examination;
  - e. the student is not allowed to leave the examination room within the first 30 minutes following the start of the examination.
2. In special circumstances the examiner may act contrary to the provisions in paragraph 1. If the provisions in paragraph 1 are departed from, the student will be informed of this in due time.

### **Article 8 Student ID**

1. In the examination room the student must be able to furnish proof of identity, at any time, by producing a valid identity document.
2. The student who cannot furnish proof of identity as laid down in the first paragraph of the present article will not be admitted into the examination room or can as yet be denied access to that room.

### **Article 9 Start and duration of the examination**

The examiner starts the examination at the time scheduled. If the examination starts at a later moment in time because of relevant circumstances, the examiner ensures that the scheduled duration of the examination can be fully used by the student.

### **Article 10 Materials permitted in examinations**

1. When taking the interim examination, the student is not allowed to have materials available that serve or could serve as auxiliary materials for the examination paper, unless the use of that material has been explicitly permitted by the examiner before the start of the examination.
2. Materials for the purpose of these regulations include, amongst other things: textbooks and dictionaries, notes and lecture notes, and watches, laptops, tablets, telephones and other smart device's and/or wearables

#### **Article 11** *Handing in examination papers*

1. When the examination ends, the student is obliged to hand in the examination paper.
2. The student may also be required to hand in other examination materials, such as examination question papers and/or note paper used during the examination.

#### **Article 12** *Peace and order, furniture and fixtures in the examination room*

1. Coats, satchels, bags, etc. must be put away in compliance with the examiner's instructions.
2. In order to prevent interference with the WIFI signal, any devices that are present in the examination room, such as watches, laptops, tablets, telephones, and any other devices or smart devices and/or wearables, must be switched off in compliance with the examiner's instructions.
3. Without prejudice to the provisions in the previous paragraphs, the examiner ensures, both during and after completion of the examination, that any measures are taken as required for adequate surveillance and for maintaining the necessary peace and order in the examination room.
4. Whenever an examination is administered, the examination room has at least one clock which is clearly visible for each student.
5. Eating and drinking is allowed during the examination, unless this should prevent appropriate surveillance and/or maintaining the necessary peace and order.

### **Paragraph 3 Transitional provisions**

Does not apply.

### **Paragraph 4 Final provisions**

#### **Article 13** *Departure from rules and house rules*

In special circumstances the examiner may depart from the provisions in these regulations.

#### **Article 14** *Adoption and amendment*

1. These regulations are adopted and amended by the dean.
2. In so far as the content of these regulations relates to the duties and powers of the programme's examination board, the content must also be confirmed by that examination board.

#### **Article 15** *Effect*

These regulations take effect on 1 September 2019. These regulations then replace any previous regulations.

#### **Article 16** *Publication*

1. The dean ensures the appropriate publication and any amendments of these regulations.
2. For the purpose of appropriate and clear provision of information to students and prospective students, the dean includes these regulations, every year, as an appendix to the Education and Examination Regulations (Onderwijs- en Examenregeling (OER). The examination board includes

these regulations accordingly as an appendix to the Rules and Guidelines (Regels en Richtlijnen (RR)) of the programme that are laid down by that board.

Thus, adopted by the dean on June 26, 2019 and ratified by the examination board.

## APPENDIX 4 FACULTY OF SOCIAL SCIENCES CODE 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 results. To facilitate this, the faculty has adopted a number of rules governing conduct within 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 follow them.

The faculty seeks to provide an atmosphere characterised 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;
- you should treat others as you wish to be treated. This goes for all forms of all contact on campus that occurs between staff and students and for all forms of communication, including verbal, written, e-mail, Blackboard, chat rooms, and course evaluations;
- everyone makes sure to familiarise themselves with and act according to the rules in the various regulations (e.g. EER, student-act, regulation on academic integrity, the terms of use for the RU-network and SURFnet) as well as the agreements made with respect to attendance, deadlines, review periods, completing assignments, among others;
- one sticks to the rules and agreements once made;
- students and examiners are jointly responsible for the successful functioning of the educational process and they can and may appeal to their responsibility;
- one assumes good intentions of each other and one does not adhere to prejudicial judgements;
- everyone makes sure to be familiar with relevant information and recent changes in the educational organisation and content;
- everyone respects each other's property and takes good care of spaces 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 5      LEARNING OUTCOMES OF THE MASTER'S PROGRAMME

The Master's graduate in Pedagogical Sciences is capable of studying critically the pedagogical relationship, to research this and to optimise this by:

1. the application of and contributions to current and specialist academic knowledge in the field of development, learning or behaviour;
2. making use of and contributing to deepening the knowledge of methodology, methods and dilemmas in the (ortho) pedagogical practice;
3. approaching the pedagogical relationship in its context, as a complex system that is continuously changing;
4. formulating critically founded judgments and advice in the field of pedagogy and education, bearing in mind the social and ethical framework;
5. noting and analysing complex (ortho) pedagogical problem situations and advising a suitable approach, and supporting, implementing and evaluating this;
6. setting up independent research to answer a question of additional value for the discipline;
7. working systematically in collecting and processing relevant and usable information and relating this to existing and current academic knowledge;
8. reporting in a responsible academic manner, both orally and in writing, on complex questions to both specialists and non-specialists;
9. acting professionally in conducting research and practice, bearing in mind the normative nature and ethics of the discipline.

## APPENDIX 6 PRE-MASTERPROGRAMME PEDAGOGICAL SCIENCES

The Educational Institute offers a pre-master programme Pedagogical Sciences for students with a bachelor's degree certificate (on either applied (HBO) and academic level).

1. The pre-master programme Pedagogical Sciences (PM PW Pedagogiek) prepares students for the Master's degree programme Pedagogical Sciences with an internship Pedagogy (60 EC)
2. The pre-master programme Orthopedagogical Sciences (PM PW Orthopedagogiek) with a clinical NVO-package prepares students for the Master's degree programme Pedagogical Sciences with an internship Orthopedagogics. Only this combination gives admission to the Master's Internship Orthopedagogics and the unit of study 'Diagnostiek' (60 EC).

### *Admission*

The Examination Board decides if a student can be admitted to the pre-master programme. Only students who are registered at Studielink before 1 May can be admitted.

### *Completion*

The pre-master programme should be completed fully in order to be admitted to the Master's Programme Pedagogical Sciences. This is obtained by means of a certificate of admittance issued by the Examination Board.

More information about the programme: see Dutch version of the EER and <http://www.ru.nl/pwo>.