Regulations Examination Rooms RU
Paragraph 1  Introductory provisions

Article 1.  Purpose of the regulations
1. For the proper course of events during examinations that are taken in examination rooms at the Radboud University (hereinafter: RU), the executive board of RU adopts the following regulations.
2. For the harmonisation of the provisions in these regulations between faculties, these regulations have been laid down as 'comply-explain' regulations (pas-toe-leg-uit-regeling).

Article 2.  Scope of the regulations
1. Except for the provisions referred to in appendix I, these regulations apply both to the initial RU programmes and for the students who have registered for these programmes.
2. The executive board may decide, in a separate decision, to apply these regulations mutatis mutandis to the other programmes offered by RU.

Article 3.  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.

Article 4.  Examiners and invigilators
1. For the supervision and execution of the provisions in these regulations, the relevant board of examiners appoints at least one examiner. On behalf of the examiner(s) appointed, one or more invigilators may be present in the examination rooms, by or on behalf of the executive board.
2. When invigilators are deployed, as referred to in the first paragraph of this article, the relevant examiner is also present in the examination room or, as appropriate, available on call.

Article 5.  Guidelines and instructions
These regulations include guidelines for the purpose of article 7.12b WHW. The examiner must comply with the guidelines laid down in these regulations.

Article 6.  Rules and instructions
1. These regulations include instructions for the purpose of Article 7.57h WHW. The examiner can also give instructions to the student. The student must comply with the rules and instructions laid down in these regulations.
2. The student who fails to comply with the rules under these regulations, or who fails to follow the instructions, may be denied access to the examination room by or on behalf of the examiner. Not
complying with the rules or not following 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. The examination room is accessible for the student at least 15 minutes before the interim examination starts.
2. Except in the circumstances described in paragraphs 3 and 4 of the present article, the student is no longer admitted into the examination room after the interim examination has commenced.
3. The student who arrives too late at the examination room is given the opportunity, 15 minutes following the commencement of the interim examination, to be as yet admitted into the examination room.
4. During the interim examination the student is permitted to use the toilets.
5. For 30 minutes following the commencement of the interim examination and for 30 minutes before the end of the interim examination, the student is not permitted to leave the examination room.

Article 8. Student ID
1. In the examination room the student must be able to furnish proof of identity, at any time, by producing an RU student card or a valid identity card.
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. Commencement interim examination
The examiner starts the interim examination in time and sees to it that the examination time available can be fully used by the student.

Article 10. Materials permitted in interim examinations
1. When taking the interim examination, the students are 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 interim examination’s commencement.
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 devices and/or wearables.
Article 11. Handing in examination papers
When the interim examination ends, the student must hand in the examination paper to the examiner. In relevant circumstances, the student may also be requested to hand in other examination materials, such as examination question papers and/or note paper used during the interim examination.

Article 12. Peace and order and layout of the examination room
1. Both during and after completion of the interim examination, the examiner sees to it that measures are taken that are required for adequate surveillance and for maintaining the necessary peace and order in the examination room. Eating and drinking is allowed during the interim examination, with due observance of the provisions in these regulations.
2. When interim examinations take place, each examination room will have at least one clock which is clearly visible for each student.

Paragraph 3 Transitional provisions
[no transitory regulations]

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 have been adopted by the executive board in accordance with the 'comply-explain' principle.
2. In so far as the content of these regulations relates to the duties and powers of the faculty's dean or the duties and powers of the programme's board of examiners, the content must also be confirmed by that dean or that board of examiners. Without any comments by the dean or the board of examiners as referred to in the first paragraph of the present article, confirmation will take place five months after the regulations have been adopted.

Article 15. Effect
With due observance of the provisions in Article 10, these regulations take effect on 1 September 2018. These regulations will then replace any previous regulations.

Article 16. Publication
1. The executive board sees to 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 and the board of examiners will include these regulations, every year, as an appendix to the Education and Examination Regulations (Onderwijs- en Examenreglement (OER)) and as an appendix to the Rules and Guidelines (Regels en Richtlijnen (RR)) of the programme.

Thus adopted by the executive board on 13 November 2017.