

## Education- and examination regulations Master's programme Social and Cultural Science 2017-2018

### General overview

#### Section 1 General provisions

- Article 1.1 Applicability of the regulations
- Article 1.2 Definitions

#### Section 2 Admission to the programme

- Article 2.1 Programme entry
- Article 2.2 Admission requirements for the programme
- Article 2.3 Certificates of admission
- Article 2.4 Language requirements
- Article 2.5 Entry requirements

#### Section 3 Structure of the programme

- Article 3.1 Final examination, degree and judicium
- Article 3.2 Aims and final qualifications of the programme
- Article 3.3 Type of programme
- Article 3.4 Study load
- Article 3.5 Language
- Article 3.6 Composition of the programme
- Article 3.7 Incorporation of units of study obtained outside the programme
- Article 3.8 Replacing units of study
- Article 3.9 Exemptions
- Article 3.10 Instructional methods
- Article 3.11 Teaching periods

#### Section 4 Interim and final examinations

- Article 4.1 Time schedule and interim examination frequency
- Article 4.2 Interim examination requirements
- Article 4.3 Form of interim examinations

- Article 4.4 Registration for units of study and interim examinations

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

- Article 4.6 Period of validity

- Article 4.7 Right of inspection

- Article 4.8 Appeals from decisions of examiners

- Article 4.9 Final examination

#### Section 5 Student counselling

- Article 5.1 Monitoring of students' progress
- Article 5.2 Student counselling

#### Section 6 Teaching evaluation

- Article 6.1 Teaching evaluation method

#### Section 7 Miscellaneous stipulations

- Article 7.1 Rules of conduct

#### Section 8 Transitional and final provisions

- Article 8.1 Safety net scheme and hardship clause
- Article 8.2 Adoption of these regulations and any amendments
- Article 8.3 Publication
- Article 8.4 Coming into effect

#### Appendix 1 Distinctions

#### Appendix 2 Final qualifications of the Programme

#### Appendix 3 Rules of conduct

#### Appendix 4 Fraud and plagiarism

#### Appendix 5 Previous Master's Programmes

## Section 1 General provisions

### Article 1.1 Applicability of the regulations

1. These regulations apply to the two-year research Master's degree 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 2017-2018.
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 8.1).

### 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.
  - Fraud: any 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 ([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 (<http://www.vsnul.nl/nederlandse-gedragscode-wetenschapsbeoefening.html>) by the VSNU.
  - Unit of study: part of the degree programme as referred to in article 7.3 of the Act.
  - Examination programme: the entirety of units of study, resulting in a Master's degree certificate.
  - Extracurricular elective unit of study: unit of study to be determined by the student, which is not part of the examination programme.
  - Free elective unit of study: unit of study to be determined by the student, which is part of the examination programme.
  - Interim examination: examination of a unit of study, rewarded with a final mark.
  - Final examination: conclusive and final examination of a degree programme, rewarded with a degree.

## 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 Admission 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 Admission Board. Applicants with a Sociology or Cultural Anthropology and Development Studies bachelor degree have to hand in a standard letter of recommendation.
3. The Admission 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 Admission Board deems to be equivalent.

5. The Admission 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 units of study of the research master's programme, provided that the candidate is deficient in Bachelor's examinations to a total of not more than 15 EC. They are required to have fulfilled all requirements for the Bachelor's diploma before January 1 in the first academic year of the programme.
7. The students referred to in paragraph 6 can only take part in interim examinations of the programme when they have been awarded the Bachelor's degree.
8. All admission requirements can be found at <http://www.ru.nl/english/education/masters/social-and-cultural-science-research/admission/>.

#### **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. in the case that a student does not have the Dutch nationality: a copy of the 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 units of study 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 units of study can only be taken after the interim examinations of the units of study mentioned below have been successfully completed:
  - Master's thesis after completion of all first year examinations.
3. In specific cases, the Examination Board may determine another sequence.

### **Section 3** *Structure of the programme*

#### **Article 3.1** *Final examination, degree and judgement*

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 can award a distinction to a student who has successfully passes the examination. The rules for awarding a distinction have been laid down in a university guideline and are attached 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 ( $2 \times 60$  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 programme offers two specialisations:
  - a. Comparing societies: questions regarding cohesion and inequality;
  - b. Changing societies: questions regarding cultural diversity and inequality.
 Students have to enrol in one of the two specialisations.
- 2.a. The programme of Specialisation 1 comprises the following units of study, with reference to study load (in EC; 120 in total):

<b>First Year Specialisation 1</b>		
<b>Core</b>	<b>Period</b>	<b>EC</b>
Comparative Societal Questions	1	3
Comparative Methodology	1, 2	3
Advanced Regression Analysis B	1	3
Comparative Research Project	2, 3, 4	12
Cultural Diversity, Markets and Inequality	4	6
<b>Specialization</b>		
Radicalisation	1	6
Advanced Regression Analysis C	2	3
Comparative Sociological Research	2	6

Structural Equation Modelling	4	3
Categorical Data Analysis	3	3
<b><i>Electives specialisation: 12 EC out of:</i></b>		12
- Comparative Economic Research	2	6
- Comparative Anthropological Research	3, 4	6
- Comparative Communication Research	3	6
- Advanced Research Methods	1, 2	6
<b>Total first year</b>		<b>60</b>
<b>Second Year Specialisation 1</b>		
<b><i>Core</i></b>		
Diversity in Organisations	1	6
Thesis	2, 3, 4	36
<b><i>Specialisation</i></b>		
Social Networks	1	6
<b><i>Optional Courses: recommended:</i></b>		12
- Comparative Economic Research	2	6
- Comparative Anthropological Research	3, 4	6
- Comparative Communication Research	3	6
- Advanced Research Methods	1, 2	6
- Internship A	-	12
- Internship B	-	6
- Comparative Research Methods, Modelling and Programming	-	6
- Data Compilation and Documentation	-	6
<b>Total second year</b>		<b>60</b>

2.bThe programme of Specialisation 2 comprises the following units of study, with reference to study load (in EC; 120 in total):

<b>First year Specialisation 2</b>		
<b><i>Core</i></b>	<b>Period</b>	<b>EC</b>
Comparative Societal Questions	1	3
Comparative Methodology	1, 2	3
Advanced Regression Analysis B	1	3
Comparative Research Project	2, 3, 4	12
Cultural Diversity, Markets and Inequality	4	6
<b><i>Specialization</i></b>		
Theorising Solidarities	1	6
Advanced Regression Analysis A	1	3
Advanced Research Methods	1, 2	6
Comparative Anthropological Research	3, 4	6
<b><i>Electives specialisation: 12 EC out of:</i></b>		12
Comparative Economic Research	2	6
Comparative Sociological Research	2	6
Comparative Communication Research	3	6
Advanced Regression Analysis C	2	3
Structural equation Modelling	4	3
Categorical Data Analysis	3	3
<b>Total first year</b>		<b>60</b>

<b>Second Year Specialisation 2</b>		
Diversity in Organisations	1	6
Thesis	2, 3, 4	36
<b>Specialisation</b>		
Comparative Development Research	1	6
<b>Optional Courses: recommended:</b>		12
- Comparative Economic Research	2	6
- Comparative Sociological Research	2	6
- Comparative Communication Research	3	6
- Advanced Regression Analysis C	2	3
- Structural Equation Modelling	4	3
- Categorical Data Analysis	3	3
- Social Networks	1	6
- Internship I	-	12
- Internship II	-	6
- Comparative Research Methods, Modelling and Programming	-	6
- Data Compilation and Documentation	-	6
<b>Total second year</b>		<b>60</b>

3. In the first year students have to choose two units of study of the listed electives.
4. In the second year students have 12 EC electives. For units of study not listed in 3.6.2 under 'recommended optional courses year 2' students have to ask permission from the Examination Board. A standardized form is available.
5. The programme may include a compulsory, non-credited English language unit of study.
6. A detailed description of all units of study, instructional methods, (summary of) learning objectives, form of interim examinations and contact hours included, is reported in the online prospectus of the programme.
7. The student may add extra-curricular units of study to the programme, to a total of 18 EC.
8. The Master's programme described in article 3.6 holds for students entering the programme starting September 2017. The programme for students who have entered the programme earlier is listed in appendix 5.

#### **Article 3.7 Incorporation of units of study obtained outside the programme**

1. At the request of the student the Examination Board will incorporate elective units of study from outside the programme.
2. The incorporation of units of study as meant in paragraph 1 is only allowed before the start of that unit.
3. If the units that express workload and study results of the units of study to be incorporated 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*).

#### **Article 3.8 Replacing units of study**

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 units of study of the MSc curriculum by other units of study. 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 unit of study 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 unit of study in question as a result of relevant work experience or professional experience.

2. Exemptions must be requested before the start of the unit of study.
3. The maximum EC for exemptions is 12.
4. No exemption as referred to in paragraph 1 will be granted for the graduation project.
5. The Examination Board does not grant exemptions on the basis of results obtained in the period in which the student was barred from sitting interim examinations as referred to in article 7.12b paragraph 2 of the Act.

**Article 3.10 Instructional methods**

1. All units of study 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 (four periods). Article 3.6 of these regulations arranges in which period the opportunity is provided to attend courses and to sit the interim examinations of the units of study.

**Section 4 Interim and final examinations**

More detailed provisions regarding the assessment of the programme units of study are outlined in the Rules and Regulations of the Examination Board ([www.ru.nl/fsw/onderwijs/oer-eer-rr-2017-2018/](http://www.ru.nl/fsw/onderwijs/oer-eer-rr-2017-2018/)).

**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 units of study mentioned in article 3.6.
2. In derogation of the provision of paragraph 1 students are given only one opportunity per year to take an interim examination of a unit of study if education in that unit of study has not been offered in a particular year.
3. A student who fails for an interim examination of a unit of study can take the examination in the next year, but this second examination will refer to the content of the unit of study 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 interim 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 interim examination part must be passed within the academic year in which the unit of study is taken. In case that a student do not pass within one academic year he or she must take the unit of study 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 unit of study.

**Article 4.3 Form of interim examinations**

1. Each unit of study 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, online or orally. Apart from written, online 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 units of study 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 interim examination, modular interim examinations included, to the students in question before or at the start of the relevant unit of study.
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. For in-class examinations, representative sample questions (open/closed) will be made available to the students at least one week prior to the examination.
9. 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.
10. The course manual must be published through the applicable medium at least one week before the start of the unit of study.
11. If a unit of study starts 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 unit of study.

**Article 4.4 Registration for units of study and interim examinations**

1. A student needs to register for each unit of study in the programme through OSIRIS, no later than five working days before the start of the unit.
2. By enrolling in a unit of study students are automatically registered for all examinations that are part of the unit. A student who decides not to participate in an interim 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 an interim 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 judgement. In case of circumstances beyond his/her control students are allowed to deregister later.
4. In case of retaking an interim 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 units of study 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 than 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 units of study.
3. 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.



4. The examiner will provide the OSP with the necessary information required for issuing written proof of the results to the student in time.
5. The term of fifteen working days as mentioned in paragraph 3 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.
6. The qualifications (grades) for the interim examinations of the units of study of the programme are determined by the examiner in accordance with the European assessment system.
7. When determining final grading for the Master's thesis, the thesis counsellor/tutor and a second reader are consulted.
8. 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 within six weeks after having received their grade.
9. 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, with due observance of the stipulations on this matter laid down in the Act.

**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 unit of study, the questions and the work marked, as well as receive an explanation of the formal assessment criteria.
2. In special cases the Examination Board can extend or shorten the term, referred to in paragraph 1, in consultation with the examiner.
3. Contrary to the first 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.
4. Time, date and - preferably - place of the inspection referred to in paragraph 2 will be announced at least five working days in advance at the electronic learning environment.
5. 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.
6. 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 (*Studentenstatuut 2017/2018 Bijlage Reglement van Orde van het College van Beroep voor de Examens*).

**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.
3. 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 units of study 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 directory board to discuss continuation or termination of their education

## **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     *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 8     Transitional and final provisions**

### **Article 8.1     *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 8.2     *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 8.3     *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 8.4     *Coming into effect***

These regulations will come into effect on September 1, 2017.

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, June 22, 2017.

## Appendices

### Appendix 1 Distinctions

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 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 ranging from 1 to 10, except 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 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 entire examination programme's units of study.

### 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 advanced and up-to-date knowledge and relevant insight in scientific questions concerning social inequality, cohesion and cultural diversity in comparative social research.
2. The student has advanced and up-to-date knowledge and relevant insight in multi-disciplinary theoretical developments in comparative social research.
3. The student has advanced and up-to-date knowledge and relevant insight in research designs and quantitative or qualitative research methods in comparative social research.

#### *Research and communication skills*

1. The student is competent in formulating innovative comparative research questions concerning social inequality, cohesion and cultural diversity.
2. The student is competent in deriving innovative and relevant hypotheses from comparative (multi-disciplinary) social science theories.
3. The student is competent to obtain (collect or acquire) relevant data and to employ suitable and sophisticated analytical methods to adequately describe and/or explain the social phenomena of interest (social inequality, cohesion and cultural diversity).
4. The student is competent to synthesize and structure academic work on research questions, theory building and deriving hypotheses, methodological research design and analytical techniques, and results and findings in a coherent manuscript, and is able to critically reflect on its implications.
5. The student is competent in composing and writing scientific research papers that hold the quality to be published in international scientific journals, and furthermore in comprising a MSc thesis, journal articles, and a (fundable) research proposal.
6. The student is competent to present findings of comparative academic work to academic and non-academic audiences, and to critically reflect upon this research.
7. The student is principally qualified to further an academic career and to pursue a PhD position in the social sciences.

*Academic attitudes and learning skills*

1. The student holds an open academic attitude and shows constructive criticism towards social science questions and theories, methods and findings. Critique is formulated in a helpful manner to improve academic research and scientific output in general.
2. The student is aware of social, cultural and ethical issues with regard to publishing, data collection and data management
3. The student is familiar with the The Netherlands Code of Conduct for Scientific Practice and acts accordingly.
4. The student expresses an academic attitude in collaborating and participating in mutual research initiatives and team performances.
5. The student shows the individual ability to perform academic research with a high degree of autonomy.
6. The student demonstrates the ambition to become an independent researcher in the social sciences and to comprehensively study relevant scientific materials to gain information on relevant and up-to-date developments in the social sciences as regards to social inequality, cohesion and cultural diversity.

**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 interim 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 units of study 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 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.

## Appendix 5 Previous Master's Programmes

### *Master's programme 2016-2017*

The Master's programme for students who have entered the Master Social and Cultural Science in September 2016 comprises the following units of study and study load (in EC; 120 in total):

- |   |    |
|---|----|
| first year:   | EC |
| 1. Comparative Theory and Methodology: .....                                    | 12 |
| - Comparative Societal Questions (3);   |    |
| - Comparative Methodology (3);  |    |
| - Comparative Social Theories (6), i.e.:  |    |
| - Radicalization (6); <i>or</i>   |    |
| - Solidarities (6);   |    |
| 2. Comparative Research Methods: .....  | 12 |
| - Multilevel Analysis and Event History Analysis (6);                           |    |
| - Structural Equation Modeling (3) and Categorical Data Analysis (3); <i>or</i> |    |

- Mixed Methods (6);	
3. Comparative Research Application: (etc) .....	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

#### *Master's programme 2015-2016*

The Master's programme for students who have entered the Master Social and Cultural Science prior to September 2016 comprises the following units of study and study load (in EC; 120 in total):

first year:	EC
1. Comparative Theory and Methodology: .....	12
- Comparative Societal Questions (3);	
- Comparative Methodology (3);	
- Comparative Social Theories (6), i.e.:	
- Radicalization: Policy Evaluation of Interventions (6); <i>or</i>	
- Arrangements in Development Fields (6); <i>or</i>	
- Anthropology and Mobility (6);	
2. Comparative Research Methods: .....	12
- Multilevel Analysis and Event History Analysis (6);	
- Structural Equation Modeling (3) and Categorical Data Analysis (3); <i>or</i>	
- Qualitative Research Methods and Design (6); <i>or</i>	
- Mixed Methods (6); <i>or</i>	
- Advanced Qualitative Research Methods and Analysis (6);	
3. Comparative Research Application: .....	24
- Comparative Sociological Research (6);	
- Comparative Development Research (6);	
- Comparative Anthropological Research (6);	
- Comparative Economic Research (6) <i>or</i> ;	
- Comparative Communication Research (6);	
4. Comparative Research Training: .....	12
- Comparative Research Project (12);	
subtotal .....	60
second year:	
1. Optional courses .....	12
2. Master's Thesis .....	42
3. Scientific journal paper .....	6
subtotal .....	60