Rules and Regulations Examination Board

Psychology

FSW

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Radboud Universiteit

Inhoudsopgave

1 Rules and Regulations Examination Board 3
1 Scope 3
2 Definitions 3

2 The Examination Board 5
1 Composition and procedures of the Examination Board 5
2 Performance of duties of the Examination Board 5
3 Specific duties of the examiner 6

3 Proceedings of interim examinations 7
1 Interim examination admission 7
2 Dictionary use 7
3 Place and time of written interim examinations 7
4 Registration and participation 7
5 Rules for taking interim examinations 7
6 A third interim examination opportunity 8
7 Fraud regulations 8
8 Rules on the results of interim examinations 8
9 Taking Radboud University interim examinations abroad 9
10 Recognition of interim examinations taken abroad 9
11 Irregularities 9
12 Procedure for exemptions and integration of study units in the degree programme 9
13 Determination of examination results 10
14 Distinction awarding procedure 10
15 Objection procedure for interim examination components 10
16 Complaints procedure 11

4 Final provisions 12
1 Unforeseen circumstances and hardship clause 12
2 Amendments of these Rules and Regulations 12
3 Coming into effect 12

Bijlage 1 Appendix 1 Fraud Regulations 13

Bijlage 2 Appendix 2 Regulation on Examination Rooms Radboud University 16

1 Rules and Regulations Examination Board

1 Scope

These Rules and Regulations are a translation of a Dutch-language document. The original Dutch R&R for Psychologie takes precedence over all its translations and therefore, no rights can be derived from this translation.

The following is in regard to the rules and regulations (hereinafter referred to as R&R) introduced by the Examination Board for the degree programmes in Psychology to ensure a smooth procedure during the Bachelor's and Master's phases of the programmes and during all interim examinations and related units of study.

2 Definitions

Any terms used in the present regulations have the same meanings given to them in the regulations applicable by or by virtue of the Higher Education and Research Act (hereafter: WHW [Wet op Hoger onderwijs en Wetenschappelijk onderzoek]), the Radboud University Structure Regulations and the Radboud University Educational Quality Assurance Handbook.

The following definitions apply in these R&R:

1. Education and examination regulations: the education and examination regulations of the programme(s) mentioned in chapter 1 article 1 established by the dean of the faculty, hereinafter referred to as the EER.
2. Examination: the entirety of interim examinations, resulting in a Bachelor's or Master's degree certificate.
3. Examination Board: the Examination Board of the programme(s) mentioned in chapter 1 article 1.
4. Examinee: the person who is taking or has taken the Bachelor's or Master's examinations.
5. Examiner: the person designated by the Examination Board to administer interim examinations and establish their result (WHW 7.12c).
6. Facilities: additional facilities for education or interim examinations that students with a specific need for help or functional limitation can obtain upon request and after approval from the Examination Board (EER 4.1, section 5).
7. Interim examination: an evaluation of the student's knowledge, understanding and skills concerning a specific educational unit and the assessment given for this evaluation by at least one of the examiners appointed by the Examination Board (WHW 7.10). The term 'interim examination' is a collective term for all the tests that occur during a programme, described in more detail in the EER (4.1, sections 1 and 2) and in the course guide.
8. Invigilator: supervises on behalf of the examiner the smooth running of the interim examination.
9. Module examination: The interim examination of a study unit can consist of multiple module examinations, which are also called 'partial tests'. Wherever the term "interim examination" appears in these regulations, it may also be read as 'module examination', unless explicitly stated otherwise.
10. Resit: An opportunity to retake or resit an interim examination (WHW 7.10, section 1). Where these regulations refer to interim examination, this term also includes resits, unless explicitly stipulated otherwise.
11. STIP: The Student Information Point is the first point of contact for students, once they are enrolled in one of the programmes of the Faculty.
12. Student: the person preparing to take the Bachelor's or Master's examination and registered to do so.
13. Study units: the components of the study programme (WHW 7.3) (also referred to as courses or subjects) as laid down in the Bachelor's EER 9.5 and in the Master EER 9.5, of which the interim examination must be passed in order to obtain the Bachelor's or Master's qualifications.

14. Working day: Monday to Friday, with the exception of public holidays as specified in the CAO of Dutch Universities and the collective free days designated by the Executive Board, as listed in the Academic Calendar 2026-2027 of the Radboud University.

2 The Examination Board

1 Composition and procedures of the Examination Board

1. One joint Examination Board has been set up for the Bachelor's and Master's programme mentioned in chapter 1 article 1.
2. The Examination Board consists of three or five voting members, appointed on the basis of their expertise in the field of the study programme(s) referred to in chapter 1 article 1. For each of the study programmes referred to in chapter 1 article 1, at least one of the members is associated with the study programme as a lecturer. At least one of the members is not employed as such by the programme(s).
3. The chair and the other members of the Examination Board are appointed for a period of four years by the faculty dean, after consultation with the relevant programme director and after input from the other members of the Board.
4. The Examination Board appoints one of its members as vice chair, who substitutes the chair during their absence.
5. The chair and the (official) secretary are charged with the daily affairs of the Examination Board and are either jointly or independently authorised to act on behalf of the Examination Board.
6. The (official) secretary shall prepare meetings and ensure the implementation of decisions.
7. The Examination Board may ask the student advisor(s) and other support staff for advice.
8. The Examination Board meets once every 6 weeks, on average.
9. Decisions are made by majority vote and should preferably be unanimous.
10. In the event of a tie, the chair shall have the decisive vote.

2 Performance of duties of the Examination Board

1. The Examination Board shall establish whether the requirements for the Bachelor's or Master's examinations have been met (EER 4.12) and awards distinctions (see chapter 3, article 14 of these R&R).
2. The Examination Board processes students' requests within a period of 6 weeks at most.
3. The Examination Board decides on the granting of exemptions from a unit of study, based on the EER 3.5 and chapter 3, article 12 of these R&R.
4. The Examination Board appoints examiners at least once per year to conduct interim examinations and determine the results of the study units listed in the EER. The Examination Board applies further rules for appointing examiners laid down in 'Guidelines for appointing examiners' by the Examination Board. Staff members may inspect these rules online in Brightspace or at the secretary. The registration of examiners shall take place in OSIRIS. Archiving lists of examiners signed by the Examination Board is carried out by the STIP.
5. The Examination Board stimulates the testing competence of examiners by, among other things, offering the guidelines for the proper performance of their duties (Radboud University Educational Quality Assurance Handbook, chapter 5).
6. The Examination Board is responsible for assuring the quality of the interim examinations and assessments (WHW 7.12b). Accordingly, the Examination Board randomly checks the quality of interim examinations afterwards, according to procedure laid down in the testing policy or delegates this to a testing (advisory) board, which reports its findings to the Examination Board (Radboud University Educational Quality Assurance Handbook, 4.2).
7. The Examination Board is responsible for quality assurance of the graduating projects (thesis, internship report). To this end, the Examination Board assesses a random selection of graduation projects. This assessment can also be

carried out by the testing (advisory) committee (Radboud University Educational Quality Assurance Handbook, 4.2).

8. The Examination Board draws up an annual report of its activities. The Examination Board provides the dean with this report (WHW 7.12b, section 5).
9. In the event of suspected fraud (EER, art. 1.3, section 2 and appendix 1 to these regulations), the Examination Board will investigate the report. In the event of detected fraud, the Examination Board will determine an appropriate sanction. The Examination Board can mandate this investigation and the authority to make a decision on this on a case-by-case basis to a sub-committee consisting of one or more members of the Examination Board.

3 Specific duties of the examiner

1. Examiners should follow the programme's testing policy, as laid down by the Programme Director, and are familiar with the EER and these R&R.
2. If requested, the examiner must provide the Examination Board with information on the interim examination and the manner of assessment (WHW 7.12c).
3. The examiner determines the interim examination formats of the units of study (EER 4.1), taking into account the testing program of the degree programme, and publishes these in the course guide.
4. In module examinations: the examiner determines the relative weight of the modular examination(s) with regard to the final grade and publishes this in the course guide, before the start of the academic year.
5. The examiner develops the (module) interim examinations, matching with the learning objectives of the study unit, taking into account the validity, reliability, comprehensibility and feasibility of the interim examination and assessment (Radboud University Educational Quality Assurance Handbook, 4.2).
6. In case of interim examinations with multiple choice and/or open questions, the examiner will make a representative sample of questions available to students at least one week before the interim examination takes place, as specified in the EER 4.1, section 7**.**
7. The examiner shall ensure the orderly conduct of interim examinations.
8. The examiner determines in advance what aids students are allowed to use during an interim examination, announces them in a timely manner and repeats this information on the interim examination cover page. The examiner ensures that the student can consult the starting and end time of the interim examination during the entire interim examination, by indicating these times on the interim examination front page or on the instruction page of a digital interim examination.
9. With regard to sections 7 and 8, the invigilator present is authorised to act on behalf of the examiner.
10. The examiner establishes the (module) result in line with the EER 4.7 or 4.8 and is ultimately responsible for proper registration of results in OSIRIS-Docent (EER 4.9.1).
11. The examiner provides access to the interim examination papers and the student's assessed work, as laid down in the EER (4.10).
12. In case of suspicion of fraud or plagiarism, the examiner will report this immediately to the Examination Board, in line with the Fraud Regulations (Appendix 1).

3 Proceedings of interim examinations

1 Interim examination admission

The Examination Board establishes whether a student meets the conditions for admission to the interim examination or to one or more components thereof.

2 Dictionary use

The language the interim examination is held in is laid down in the EER 4.4. For interim examinations the use of a translating dictionary is permitted.

3 Place and time of written interim examinations

1. Rules on the assessment method and their scheduling are laid down in the EER 4.1.
2. Students should inform themselves of current interim examination dates via their personal schedule and of deadlines to submit other testing projects via the Brightspace course.
3. No changes to date or time can be made within 15 days of the interim examination. This can be deviated from in the following two cases: If there is agreement between the students involved, the examiner and the Examination Board or in case of force majeure, according to the assessment of the Examination Board.

4 Registration and participation

1. Rules on registering for and cancelling interim examinations are laid down in the EER 4.5 and 4.6.
2. In the exceptional case that timely registration or de-registration in OSIRIS is not technically possible, the student may ask the STIP to carry out the registration or de-registration.
3. If the registration period for the resit has expired, participation in the resit is no longer possible. A student who wants to appeal to the 'hardship clause' (Chapter 4 article 1 of these regulations) must contact the Examination Board.
4. The Examination Board decides on the granting of interim examination facilities (EER 4.1, section 5) , on the advice of the student advisor and/or student dean. The Examination Board may choose to delegate authority to the student advisor in relation to these decisions.
5. A student has participated in an interim examination of a unit of study if the student submitted test materials, started a digital interim examination, wrote their name on the interim examination sheet, submitted question sets to the invigilator or if the invigilator has signed off the student on the attendance list.

5 Rules for taking interim examinations

1. The dean has laid down the Internal Regulations in order to ensure the smooth running of affairs during interim examinations in the RU interim examination rooms. Examiners, students and invigilators should be familiar with these rules. In order to provide adequate and clear information, these house rules have been included in Appendix 2 of these regulations.
2. To ensure the smooth operation of digitally administered interim examinations, students should familiarise themselves with the procedure of Taking a Digital Assessment.
3. In case the invigilator or e-support report a technical flaw during a digital interim examination, the Examination

Board may invalidate the interim examination (results) on the basis of Article 7.12b(1) of the WHW.

4. Interim examinations in which multiple choice questions establish the maximum grade by 20 percent or more, should be taken under surveillance.
5. In case the surveillance as mentioned in section 4 fails entirely or partially, by a technical flaw or otherwise, the Examination Board may invalidate the interim examination (results) of the involved students on the basis of Article 7.12b(1) of the WHW.
6. In case before or during an interim examination exam questions or answers are shared, without explicit permission, the Examination Board may invalidate the interim examination (results) of all students enrolled in the interim examination, regardless whether they took part in sharing the questions and answers.

6 A third interim examination opportunity

If the student meets the conditions, the Examination Board may decide to grant an additional interim examination opportunity. These conditions are available from the secretary.

7 Fraud regulations

1. To prevent fraud during interim examinations and examinations as referred to in WHW 7.12b the Radboud University Executive Board has adopted certain regulations. Examiners and students should be familiar with these rules. These stipulate the procedure used by the Examination Board when investigating suspected fraud, as well as the remedial measures and sanctions available to the Examination Board. These are included as Appendix 1 to these regulations.
2. If fraud is established by the Examination Board, the Examination Board may determine, in addition to Article 5 of the Regulations on Fraud on an individual basis, not to declare the interim examination in question invalid and/or not to include the finding of fraud in the student's student file.
3. If fraud has been established by the Examination Board, the Examination Board may impose different sanctions on the student on an individual basis in the form of additional obligations or other binding measures, in addition to the provisions of Article 6 sections 1 and 2 of the Regulations on Fraud.

8 Rules on the results of interim examinations

1. Rules on the results of interim examinations are laid down in the EER 4.7 and the EER 4.8.
2. If an interim examination has been taken more than once, the last result obtained for the interim examination will apply (EER 4.6, section 6).
3. The examiner ensures that the result of an interim examination is registered in OSIRIS and made available to the Examination Board.
4. STIP is responsible for the registration of the results of Bachelor's or Master's examinations in OSIRIS. Bureau Diploma Services registers which certificates are awarded to an examinee.
5. The examiner may withdraw or change a grade that was published up to six weeks ago, after signing, without intervention from the Examination Board, unless the grade has already had legal consequences for Binding Study Advice or the awarding of the qualification. After this period, a grade can only be changed with consent from the Examination Board. The grade can only be changed with the consent of Examination Board, even if the grade has already had legal consequences for Binding Study Advice or the awarding of the qualification. The appeal period (chapter 3 article 15) starts again after a change of grade. Students and examiners may consult the Examination Board about measures to protect study progress if necessary.

9 Taking Radboud University interim examinations abroad

1. For students who are studying abroad when an interim examination takes place, the Examination Board may give permission to take the interim examination – only in the case of obligatory and/or BAPD/LOGO related study units – at the same time, provided this is done there in accordance with the FSS protocol.
2. For a student, as referred to in the previous section, for whom simultaneous interim examination abroad is not possible, the Examination Board may give permission to take an alternative interim examination for obligatory and/or BAPD/LOGO related study units only.
3. The Examination Board may restrict the conditions that apply for the permission mentioned in sections 1 and 2.

10 Recognition of interim examinations taken abroad

1. Results obtained abroad are recorded as 'sufficient' if the unit of study was successfully completed. Units of study that have not been successfully completed will not be processed in OSIRIS.
2. If the study load of the units of study to be included differs from the provisions of the EER, conversion takes place. For this conversion, the Examination Board uses the conversion table agreed upon within the university.

11 Irregularities

1. Any violation of the rules as included in the EER and/or R&R with regard to taking interim examinations constitutes an irregularity.
2. If an irregularity is established, the Examination Board may declare the (result of the) interim examination invalid, on the basis of Article 7.12b(1) of the WHW.

12 Procedure for exemptions and integration of study units in the degree programme

1. An interim examination result obtained prior to enrollment in the study programme can be recognised by the Examination Board at the request of the student by means of an exemption.
2. Exemption requests must be submitted in writing to the Examination Board and supported by the necessary information.
3. Before making its decision, the Examination Board checks with the examiner in case the Examination Board is not able to judge the contents of the knowledge, understanding or skills on the basis of which the exemption is being requested.
4. The Examination Board processes the request within 6 weeks at the latest.
5. The Examination Board may attach conditions to its decision to grant an exemption in part or in full.
6. The total number of credits for which exemptions are given cannot exceed the total number of credits of the courses submitted on which the exemptions are based.
7. The level (Bachelor/Master) of the submitted courses must be at least as high as the level of the course for which exemption is granted.
8. Exemption requires that the content of the course for which exemption is sought be substantially covered by the content of the courses on which the exemption is based. The literature used will be included in the assessment. The interim examination of the other university is not included in the assessment.
9. As an exception to the preceding section, an exemption for the entire first Bachelor's year shall be granted if a student has completed the first year of a Bachelor's Psychology programme at a Dutch university, regardless of the content of the involved courses.

10. If an interim examination consists of several module interim examinations, an exemption may be given for some of the module interim examinations while no exemption is given for the whole interim examination. This is only possible if the examiner agrees. With the exception of section 5, the conditions mentioned in this article apply to the module interim examination that exemption is requested for.

13 Determination of examination results

1. The Examination Board establishes the results of the Bachelor's degree examination at the student's request.
2. The Examination Board establishes the results of the Master's examination at the student's request.
3. An examination shall be dated on the date of the last successfully passed interim examination, as long as the Bachelor's or Master's examination is requested within four weeks after the last interim examination at the latest. If four weeks or more have passed, the examination date will be the day on which the Bachelor's or Master's examination was requested.
4. To prove that the Bachelor's or Master's examination has been passed, the Examination Board will award a qualification (diploma). The qualification is signed by the chair and secretary or by two substitute examiners who have been appointed by the Examination Board for this purpose. The awarding of the qualification takes place in public, unless the Examination Board determines otherwise in special cases.
5. The parts of the examination and the results obtained shall be stated on a supplement forming part thereof.
6. If applicable, the supplement also states extra curricular study units that do not belong to the examination, provided the student obtained these results while registered in the programme. In case OSIRIS data or information provided by the student show that an obtained result has been or will be filed in another diploma application, then the result will not be stated in the supplement. Likewise results obtained through exemption will not be recognised as extra curricular study units.

14 Distinction awarding procedure

With due observance to Article 3.2 of the EER, the Examination Board awards a distinction if the conditions are met. Following examination requests OSIRIS determines a distinction based on rules as stated in the EER. If a student is not automatically considered for a distinction, but believes they are eligible for one based on the applicable criteria, the student may submit a request to the Examination Board. The Examination Board can then decide to deviate from the proposed OSIRIS judgement.

15 Objection procedure for interim examination components

1. If a student disagrees with the assessment of an interim examination, they may lodge an appeal with the Examination Appeals Board. This appeal must be lodged within six weeks after the announcement of interim examination results.
2. In order to reach a solution more quickly than the procedure under paragraph 1 allows, the student may, during or after the inspection or debriefing, first contact the relevant examiner or examination board to request further information or a re-assessment. Such a request does not affect the right to appeal referred to in paragraph 1, nor does it alter the time limit specified in paragraph 1. If this risks causing the six-week time limit to be exceeded, the student may lodge a so-called pro forma appeal with the Examinations Appeals Board, requesting a postponement of that appeal.

16 Complaints procedure

1. Complaints and appeals pertaining to the course of events during an interim examination or resit can be filed with the Examination Board.
2. To be submitted complaints and appeals must meet the following format requirements:
    a. a written and signed letter (either sent by email or not);
    b. on behalf of one individual (no group letter);
    c. containing a personal argumentation (no standard letter).
3. Only complaints and objections that meet these formal requirements will be processed.

4 Final provisions

1 Unforeseen circumstances and hardship clause

1. In all cases not adequately provided for in these regulations, the decision lies with the Examination Board.
2. The Examination Board is authorised to make an exception to the EER and these R&R in individual cases of unfairness of a significant nature.

2 Amendments of these Rules and Regulations

Amendments of these R&R that apply to the current academic year will only be made if they - in all fairness - do not harm the interests of the examinees.

3 Coming into effect

These Rules and Regulations enter into force on 1 September 2026.

Thus decided by the Examination Board of the degree programme(s) for **Psychology**.

Appendix 1

Regulations on Fraud Radboud University

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 mentioned in article 1.1 of this R&R, the dean of the faculty of Social Sciences of Radboud University (hereinafter: 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: 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. lf 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 of provides the student with the opportunity to respond to the report in writing. The examination board of 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.

2. If the examination board has established that serious fraud has been committed, the board may also
    a. make a recommendation to the executive board that the student's registration for a programme should be terminated with definitive effect.
3. 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.
4. 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, medezeggenschap 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 includes 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 2

Regulations on Examination Rooms Radboud University

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 mentioned in article 1.1 of this R&R 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

For the administration of examinations, the examination board of the degree programme as mentioned in article 1 (above) has appointed one or more examiners.

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. 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 7.57h 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 7.12b 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 de 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.