

## Education and Examination Regulations Wageningen University 2017-2018 (general part)

The Education and Examination Regulations (EER) are a legally required set of regulations (Article 7.13 WHW) that provides students with information about and establishes regulations concerning their programme at Wageningen University. The EER consists of two parts: a general part and the [Study Handbook](#). For each programme, the Study Handbook describes the learning outcomes, the programme structure and planning and provides detailed information on all courses and the corresponding interim examinations offered by Wageningen University. The Study Handbook may not conflict with the general part of the EER. For each course a course guide can be supplied, containing information about the topics, the education, interim examinations and partial interim examinations. The rules and information in the course guide may not conflict with the general part of the EER or the Study Handbook. When a course guide is present, a link is available in the course description in the Study Handbook. If no course guide is supplied, only the rules and information in the general part of the EER and in the Study Handbook are applicable. The EER is part of the [Student Charter](#), which contains a number of other regulations applicable to students.

In addition to the EER, the Examining Boards have adopted [Rules and Regulations](#) in which the procedures regarding interim examinations and the tasks and authorities of the Examining Boards and examiners are specified. The most important topics relate to registration and withdrawal for interim examinations, assessment and standards for interim examinations, various approval procedures, exemption procedures, rules for graduating 'cum laude', maintaining order during interim examinations and measures in case of fraud.

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## Chapter 1 Introductory provisions

### Article 1 Scope of the regulations

- a. These regulations apply to the education and examinations of the bachelor's and master's programmes of Wageningen University as included in the Central Registers of Higher Education (as summarised in Appendix 1), with the exception of the following programmes which have their own special EER: the BSc Tourism, MSc Water Technology and MSc MADE. The programmes are provided within the Faculty of Agricultural and Environmental Sciences of Wageningen University.
- b. These regulations apply to all students enrolled in the programmes mentioned in sub a for the academic year 2017-2018.
- c. These regulations are available in Dutch and English. In the event of a difference in interpretation between these languages, the Dutch version shall prevail.

### Article 2 Definitions

The following definitions apply:

- a. *Bachelor's and Master's Admission Boards*: the boards established by the Executive Board to decide on the admission of students to the programmes in accordance with the admission regulations provided by law and by these Regulations; there is one Bachelor's Admission Board and there are four Master's Admission Boards.
- b. *Credits*: the unit used to indicate the study load of a programme and study unit as provided by the European Credit Transfer and Accumulation System (ECTS). A credit consists of 28 hours of tuition, interim examinations and study hours and is equal to a study point as referred to in Article 7.4 sub 1 of the WHW (Higher Education and Scientific Research Act).
- c. *Final examination, examination (Dutch: examen)*: the final bachelor's or master's examination for each bachelor's or master's programme, as referred to Article 7.3 section 3 of the WHW.
- d. *Examining Board*: the four boards established by the Executive Board, as referred to in Article 7.12 of the WHW, who are each responsible for issues regarding interim examinations and final examinations of a particular group of programmes.
- e. *Re-sit*: an assessment of knowledge, understanding and skills relating to a course
- f. *Re-sit period*: the period in the academic year, outside the education period, in which students have the opportunity to re-sit interim examinations.
- g. *Education period*: the period in which tuition is given, which includes self-study and interim examinations. The academic year at Wageningen University is divided in six education periods.
- h. *Online education*: the online offered specialization of a master's programme. *Practical assignments*: as referred to in Article 7.13 sub 2t WHW, in one of the following forms:
  - Participation in practicals (lab work, etc.),
  - Participation in fieldwork or excursions or,
  - Participation in another teaching activity which is directed at achieving certain skills.
- i. *Rules and Regulations*: the Rules and Regulations adopted by the Examining Boards, as referred to in Article 7.12b section 3 of the WHW, in which the procedures concerning interim examinations, final examinations and the tasks and competences of the Examining Boards and examiners are specified. The Rules and Regulations can be found in the [Student Charter](#).
- j. *In writing/written*: the term 'in writing' or "written" mentioned in these Regulations (for example with exams or written papers) also includes a digital interim examination taken via a university computer in a university room.
- k. *SSC*: Student Service Centre
- l. *Student*: the person entitled to education and/or examination facilities by virtue of the law.
- m. *Student with a disability or chronic illness*: a student with an illness which is currently considered to be chronic or permanent and which is a structural impediment to his or her participation in education or interim examinations.
- n. *Study Handbook*: contains the part of the EER relating to the particular programmes and is available on internet: <http://www.wur.nl/nl/Onderwijs-Opleidingen/Huidige-Studenten/Rooster->

[Studiegids.htm](#) (Dutch) or <http://www.wur.nl/en/Education-Programmes/Current-Students/Schedule-Study-Handbook.htm> (English).

- o. *Course guide*: a document that may be provided by the examiner of a course giving information on content, learning outcomes, the way a student can reach the learning outcomes and the way the learning outcomes will be assessed.
- p. *Course*: a study unit of a programme as referred to in Article 7.3 section 2 of the WHW
- q. *Interim examination (Dutch: tentamen)*: an assessment of knowledge, understanding and skills relating to a course.
- r. *Interim examination period*: part of the education period in which the opportunity is given to take interim examinations in the courses given during that period. If an education period does not have a general examination period, the interim examinations will be scheduled individually.
- s. *WHW*, the law: the Higher Education and Research Act.

### **Article 3** Evaluation of the education

The way of evaluation of the education in the programmes

Every educational period all courses will in principle be evaluated by means of a (standard) questionnaire. Furthermore once a year all enrolled bachelor and master students will be invited to complete the national (Dutch) student's survey ("NSE"). Immediately after their graduation, all bachelor and master graduates will receive a questionnaire about their programme from Wageningen University. In a national context every two years a national alumni survey is sent to all master graduates who graduated between one and two years before. Information about the outcomes of these evaluations can be found on [intranet](#).

## **Chapter 2 Admissions**

### **Section 1 Admission to the bachelor's programme**

#### **Article 4** Requirements relating to previous education

Prospective students who wish to enrol in a bachelor's programme must fulfil the previous education requirements referred to in Articles 7.24 and 7.25 of the WHW and any other admission requirements of the educational institute as described in Article 7.

#### **Article 5** Admission based on other qualifications

Prospective students who do not fulfil the requirements relating to previous education can still be admitted if they are exempted from those requirements because they have other qualifications (other types of diplomas) or fulfil the additional or other requirements set by the Bachelor's Admission Board.

#### **Article 6** Entrance examination for prospective students who are 21 years old or older

Prospective students who are 21 years old or older and who do not fulfil the entrance requirements and are also not exempted from those requirements subject to Article 5 can be admitted on the basis of an entrance examination (Colloquium doctum, Article 7.29 of the WHW).

#### **Article 7** Details of education and entrance examination requirements

Details of the previous education and entrance examination requirements can be found in Appendix 2 and at the following link: [Admission to the bachelor](#).

#### **Article 8** Numerus fixus (fixed quota)

The Executive Board has set a maximum number of first-year students of the bachelor's programmes Nutrition and Health, Biotechnology and Molecular Life Sciences. The University applies a selection procedure, as referred to in Article 7.53 section 3 WHW. The selection procedure is documented in the regulations for selection and can be found at the websites of the relevant bachelor's programmes: [Nutriton and Health](#), [Biotechnology](#), [Molecular Life Sciences](#).

## **Section 2 Admission to the master's programme**

### **Article 9 Admission**

Prospective master's students can enrol in the master's programme after the Master's Admission Board has confirmed that they fulfil the admission requirements.

### **Article 10 Admission requirements**

General admission requirements apply to all prospective master's students. Additional requirements may be imposed by individual programmes. Details of the admission requirements can be found in Appendix 3.

### **Article 11 Admissibility of students holding a bachelor's degree from Wageningen University**

Prospective master's students holding a bachelor's degree from Wageningen University are unconditionally admissible to one or more of the master's programmes designated by the Executive Board, as provided in Appendix 3. This does not apply to a prospective master's student with a flexible bachelor's diploma.

### **Article 12 Deficiencies/Linkage programme**

- a. Prospective master's students who do not comply with the admission requirements for a master's programme can enrol in a linkage programme if, according to the Master's Admissions Board, those deficiencies can be remedied by following such a linkage programme. The linkage programme is tailored to the specific master's programme and the deficiencies of the prospective student.
- b. The linkage programme consists of a maximum of 30 credits and must be completed within one study year.
- c. Prospective master's students enrol in the linkage programme as bachelor's students.
- d. After completing the linkage programme, students are admissible to the master's programme for which the linkage programme was intended.

## **Chapter 3 Content, structure and study load of programmes**

### **Section 1 General**

#### **Article 13 Types of programmes**

Wageningen University offers full-time and part-time programmes.

#### **Article 14 Aims and learning outcomes of the programme**

The Study Handbook formulates the aims and the intended learning outcomes of each programme. The learning outcomes describe the knowledge, understanding and skills which the student should possess after successfully completing the programme.

#### **Article 15 Curriculum of programmes**

The curriculum of each programme can be found in the Study Handbook.

### **Section 2 General structure and study load of bachelor's and master's programmes**

#### **Article 16 Bachelor's programmes**

- a. The bachelor's programmes represent a total study load of 180 credits.
- b. The programmes include a prescribed component representing up to 150 credits (the major). A programme may offer a selection of various majors. The prescribed component includes a BSc thesis representing 12, 18 or 24 credits, depending on the programme.

- c. Each programme also consists of a free-choice component with a minimum of 30 credits. Students can use this component to take a BSc minor and/or elective courses from Wageningen University or another institute for higher education.
- d. The BSc minors offered by Wageningen University represent 24 credits, with the exception of the Minor Education (which represents 30 credits), and are described in the Study Handbook. Within one of these BSc minors students can substitute 6 credits with one or more relevant courses. This substitution is not permitted in the Minor Education.
- e. In the free choice component, students can also compile an individual minor consisting of at least 24 credits. They present this individual minor and its proposed title to the Examining Board while requesting approval for the individual examination programme (Article 19). The proposed title of the minor should not be the same as or similar to a BSc minor already offered by WU.

**Article 17** Bachelor's honours programme

- a. The honours programme is supplementary to the regular bachelor's programme. It represents an extra study load of 30 credits and is described in the [Study Handbook](#).
- b. The programme and its components are only available to a specially selected group of students. The selection of the candidates and admission to the honours programme is assigned to the selection committee of the programme.
- c. A student can be removed from the honours programme at any time if he or she:
  - does not achieve sufficient study results in his/her regular programme, and/or
  - does not participate sufficiently in the honours programme
 The honours programme director decides on this matter on behalf of the Executive Board.

**Article 18** Master's programmes

- a. The master's programme represents a total study load of 120 credits.
- b. Various specialisations are possible within one master's programme.
- c. A master's programme contains an MSc thesis (representing a minimum of 24 credits) and an academic internship, or, provided that this is described in the Study Handbook for this specific master's programme, two MSc theses, together representing at least 60 credits.
- d. In a master's programme with a sufficient free choice portion, students can compile an individual MSc minor consisting of at least 18 credits. They present this individual minor and its proposed title to the Examining Board while requesting approval for the individual examination programme (Article 19).
- e. Each master's programme contains an Academic Master Cluster representing a minimum of 12 credits.

**Section 3** *Composition of the individual examination programme*

**Article 19** The individual examination programme

- a. Each student compiles an individual examination programme. The individual programme comprises the compulsory courses of the programme, the restricted optional courses and the free-choice component.
- b. The individual examination programme must be approved by the Examining Board. This procedure is outlined in the Rules and Regulations.
- c. The individual examination programme may consist of more credits than the legally required study load of the programme.
- d. Courses taken by the student within the framework of the honours programme are not part of the individual examination programme.
- e. The individual examination programme for the bachelor's programme shall not contain courses especially intended to be part of the master's programme, e.g. the MSc-thesis, the MSc-internship and courses with a course code of which the first number is a 6.

- f. The individual examination programme for the master's programme shall not contain courses which the student followed while enrolled in the bachelor's programme, or exemptions for these courses, regardless of the result achieved.

**Article 20** Courses from outside Wageningen University and MOOCs in the individual examination programme

- a. A student who wishes to follow courses at other institutes for higher education, either in the Netherlands or abroad, which are meant to replace courses contained in the compulsory component of the programme or the free choice component, requires prior consent from the Examining Board. This procedure is outlined in the Rules and Regulations.
- b. A Student who wishes to have a MOOC (as defined in article 26) in the individual examination programme requires prior consent from the Examining Baard. A MOOC can only be part of the free choice component. If MOOCs form part of the individual examination programme, the interim examinations can only be taken on-campus and the student must register.

**Article 21** Extra courses

A student can register for extra courses and interim examinations beside the individual examination programme. These courses do not influence the result of the final examination. Extra courses will be stated on the diploma supplement, when the positive result is registered in the student information system before the examination date (see Article 52)

#### **Section 4** *Flexible bachelor's/master's programme*

**Article 22** Flexible bachelor's/master's programme

- a. Each student has the right to compile a flexible bachelor's or master's programme. The corresponding Examining Board must give its consent for the compilation of such a programme. The Examining Board also determines under which programme offered by the institute the self-compiled programme shall fall for the purpose of determining the application of the law and these regulations. The regulation regarding the flexible programme is an appendix to the Rules and Regulations and can be found at the [website of the Examining Boards](#).
- b. Section a. does not apply to students following online education.
- c. The diploma certificate states that a flexible bachelor's or master's programme was followed and gives the name of the programme with which the self-compiled programme is associated.

#### **Section 5** *Graduating in two or more programmes at the same level (bachelor's or master's level)*

**Article 23** General requirements for graduating in two or more programmes.

To graduate in two or more programmes, the following general conditions must be fulfilled:

- a. The student enrolls in all programmes in which exams are taken;
- b. These must be different programmes with their own CROHO code;

When submitting the individual examination programmes for approval, the Examining Board will check whether the requirements set in this Article and Articles 24 or 25 have been met.

**Article 24** Requirements for graduating in more than one bachelor's programme

- a. All compulsory courses and restricted optional courses for each programme have been fully completed.
- b. The free-choice component may coincide either fully or partially.
- c. The free-choice component of a programme shall not include the compulsory or restricted optional courses from (one of) the other programme(s).

**Article 25** Requirements for graduating in more than one master's programme

The individual examination programme of each programme should be unique up to at least 60 credits. If one of the master's programmes is an external *one-year* master's programme, then the overlap with the other programmes shall not account for more than 30 credits. The thesis must be completed for each master's programme.

The relevant Examining Boards decide whether it is compulsory for the student to follow an academic internship (or to write a second MSc thesis) for each programme and in case of more than one WU-master's programme, whether an Academic Master Cluster must be followed for each programme.

## Chapter 4 Courses (study units)

**Article 26** Types of courses (study units)

Wageningen University provides various types of courses or study units. For some of these courses specific rules apply. The specific types of courses/study units are:

- a. *Academic internship*: a period during which the student, in an internship institute outside the University, gains experience in an environment and through activities which are comparable to an academic starter's position. During the internship the student carries out an assignment, writes a report and gives a presentation.
- b. *Academic Master Cluster*: an interdisciplinary or multidisciplinary group project within the master's programme which is aimed at acquiring professional skills. Within the AMC there are special options like the Academic Consultancy Training (ACT) or Research Master Cluster (RMC).
- c. *Honours courses*: courses which may be taken only by students who are admitted to the bachelor's honours programme.
- d. *BSc or MSc thesis*: proof of competence in completion of the bachelor's or master's programme.
- e. *Capita selecta*: optional courses which cannot be part of the compulsory component of the University's programme and which can only be selected in the free-choice component, as is further elaborated in the Rules and Regulations.
- f. *Dissection free variant*: for certain courses that involve animal testing, a dissection-free variant exists. On the grounds of conscientious objections, a student can ask the Examining Board permission to follow the dissection free variant (see Article 48).
- g. *Online course*: a course fully offered online, being part of an online master specialisation.
- h. *MOOC*: a course offered as a MOOC (massive open online course) by Wageningen University via the edX platform.

**Article 27** Description of courses in the Study Handbook

For all courses, the Study Handbook provides a description of at least the following:

- a. the language of instruction
- b. the content of the course
- c. the number of credits
- d. the learning outcomes
- e. the interim examination method
- f. the examiner, the lecturers and the coordinator,
- g. the teaching methods
- h. whether any prior knowledge is mandatory (Dutch: vereist) and whether any prior knowledge is assumed (Dutch: verondersteld);
- i. whether there are any obligations or requirements with regard to study progress before a student may register for the course and take the interim examination.
- j. whether the course has a maximum number of registrations.
- k. Whether the course is offered as an online course (course description "DL" or "MOOC")



**Article 28** Abbreviations for teaching methods

In elaboration of Article 27 sub b, the following applies. In the descriptions of the courses, the following abbreviations for various teaching methods are used:

EO	One-day excursion
EM	Multi-day excursion
F	Field Practical
G	Group work
IN	Internship
IP	Individual paper
IS	Independent study
Le	Lecture
P	Practical
T	Tutorial
Th	Thesis

In an online course the following teaching methods can be used:

DKC	Knowledge clip
DT	Tutoring
DG	Group work
DEL	E-learning

**Article 29** Compulsory attendance for certain teaching methods

In elaboration of Article 27 sub b and sub g the following applies:

- a. It is compulsory for students to attend scheduled course meetings with the following teaching methods: practical (P), fieldwork (F), excursions (EO, ME), groupwork (G).
- b. For all other teaching methods, any compulsory attendance is specified in the Study Handbook or the Course guide for that particular course.

**Article 30** Mandatory and assumed prior knowledge

In elaboration of Article 27 sub h the following applies:

- a. Only for the bachelor's and the master's thesis mandatory prior knowledge can be required. The magnitude of the mandatory prior knowledge, being acquired by passing courses, will be no more than 12 credits and must be described in the Study Handbook. The courses must be part of the prescribed part of the programme.
- b. For the RMC (research master cluster) a finished master's thesis can be required as mandatory prior knowledge.
- c. For all other courses, prior knowledge can only be assumed. Assumed prior knowledge is knowledge which the lecturer supposes the student already has acquired before the start of the course and on the basis of which knowledge the lecturer will continue his lectures. The assumed prior knowledge will be described as courses which are supposed to be passed successfully or as already acquired learning outcomes. For courses in the described component of the programme, prior knowledge can only be assumed if such courses or learning outcomes are part of the prescribed component of the programme and have been scheduled before this very course.

**Article 31** Requirements with regard to study progress

In elaboration of Article 27 sub i, the following applies:

- a. To start with the bachelor thesis, the student must have a study progress of at least 102 credits of the mandatory and restricted optional part of the individual examination programme, including all credits of the first year programme and the credits mandatory prior knowledge as meant in Article 30 sub a.
- b. For an AMC a maximum of 12 credits study progress can be required. For ACT, a study progress of at least 12 credits master courses is required on the moment the admission decision is taken.

For an AMC and for ACT a study progress of 24 credits can be recommended in the Study Handbook.

- c. For the master's thesis and the internship the prescribed study progress in credits will be mentioned in the Study Handbook.

**Article 32** Registering for courses

- a. Except for the thesis and internship, students must register for each course through MyPortal before the deadline set by the University has lapsed (see [Agenda and calendar Academic year](#)). Registering procedure for an Academic Master Cluster may differ (see [Study Handbook](#)).
- b. Courses with a maximum number of places have an earlier deadline (at least one and two weeks at most) in order to enable students who are not admitted to register for a different course. The student for whom this course is a compulsory course, will be admitted unconditionally. The student for whom this course is a restricted optional course will have priority over other applicants.
- c. Online courses have restricted admittance for campus-students. Campus-students will be admitted if the maximum number of places has not been taken by online-students.
- d. The bachelor's student who has completed all courses of his individual examination programme but has not yet received the results of all interim examinations and expects to pass the final bachelor examination within two weeks after the beginning of the education term, may, prior to his or her registration for the WU master's programme for which the student is admissible, register for master's courses. If he does not pass the bachelor's examination, the student must withdraw within 2 weeks after the beginning of the education term.
- e. Each education term the student can register for courses up to a maximum studyload of 15 credits. In any case, the student can always register for two courses per term, even if the total studyload of these two courses surpasses the maximum of 15 credits. If a student still wants to register for an extra course, he must receive approval from the examiner of the extra course before the registration deadline has lapsed. The examiner will register the student personally.
- f. Students who withdraw from a course within two weeks after the first day of the education period in which the course is given are deregistered and considered never to have taken that course.

**Article 33** Feasible Scheduling

The courses and corresponding interim examinations and re-sit examinations of the prescribed component of each programme are scheduled in such a way that reasonably no study delay will occur. However, for the courses chosen by students for the free-choice component of the programme it cannot be guaranteed they will be feasibly scheduled.

## **Chapter 5 Interim- and re-sit examinations**

### **Section 1** *Interim examinations/registration*

**Article 34** Compulsory registration for interim examinations

- a. In order to take an interim or re-sit examination, students must register before the deadline set by the University has lapsed. This also applies for interim or re-sit examinations for a MOOC.
- b. If students are already registered for a course, then it is not necessary to register separately for the corresponding interim examination in that education period.
- c. Students who have not registered on time cannot take the interim or re-sit examination.
- d. Until the deadline set by the University has lapsed, students can withdraw their registration for an interim examination.

**Article 35** Enforcing preconditions for taking interim examinations

The examiner determines if all preconditions for taking an interim examination have been fulfilled.

**Article 36** No possibility to re-sit a passed interim examination

If a student has passed an interim examination, he or she is not allowed to re-sit that examination.

**Section 2** *Interim examinations/examination material*

**Article 37** Examination material – general

The questions and assignments contained in a written or oral interim examination shall not extend beyond the examination material already made known in the Course guide.

**Article 38** Examination material for an altered or cancelled course

If the examination material or the type of examination for a particular course are significantly altered (regardless of whether or not the same course code is used) or if the course is cancelled, then the interim examination given in the re-sit periods of the first year for the altered course or the first year after the course has been cancelled, shall also be in the previous form.

**Section 3** *Interim examinations/type of examination and scheduling*

**Article 39** Written interim examinations (also by digital means)

- a. Students can take an interim examination or a re-sit examination for a course in the education period in which the particular course is given.
- b. In addition to the foregoing students can also take interim examinations in the re-sit periods, in February and August, unless the situation described in sub c. would occur.
- c. Students are not permitted to re-sit an interim examination in February for a course taken in the immediately preceding education period (period 3) for which they have already taken an interim examination.
- d. For a MOOC, a student can only take an interim examination or a re-sit examination during the re-examination periods in February and August.
- e. Online interim examinations should always be secured in such a way that the identity of the student is secured and circumstances under which the examinations are taken are controlled.
- f. Interim examinations and re-sits can be scheduled in the evening (6:30-9:30 p.m.) In general, scheduling of interim examinations in the evening hours will be kept to a minimum.
- g. In one day no more than two interim examinations of courses from the prescribed component of the programme (compulsory and restricted optional courses) shall be scheduled.

**Article 40** Oral interim examinations

- a. An interim examination will be taken orally if such is determined in the Study Handbook for the particular course or if so determined by the Examining Board.
- b. The oral interim examination will be taken by two academic staff members of which one is the examiner.
- c. Oral interim examinations are open to the public, unless, in special circumstances, the Examining Board determines otherwise.
- d. The examiner(s) and the student decide among themselves the date and time on which the oral interim examination shall be taken or re-sat.
- e. An online oral interim examination consists of an online conversation. It will not be taken in public, but must be recorded and filed by the examiner or the examining board in conformity with the retention period prescribed for written interim examinations.

**Article 41** Internships and theses

In the Study Handbook and/or the course guide the way internships and theses will be assessed will be specified. In any case the assessment of theses will be executed by two academic Wageningen University staff members one of which is the examiner while the assessment of internships will be executed by two persons working at an academic level, one of which is the examiner.

**Article 42** Request for another type or time of interim examination

In exceptional circumstances and by request of the student, the Examining Board can decide to deviate from the interim examination type and/or the time of examination should the student be unable to take the prescribed type of interim examination or take the interim examination at the prescribed time.

**Section 4** *Interim examinations/ assessing, determining and announcing results*

**Article 43** Assessment of interim examinations

- a. The assessed interim examinations are marked numerically on a scale from 1 to 10. In order to pass an interim examination students must achieve a mark of 6 or higher. Marks lower than 6 are rounded off to whole marks, marks of 6 and above are rounded off to half marks.
- b. In the case of a partial interim examination, the examiner may award a pass/fail assessment instead of a numeric mark. A pass/fail assessment for a course is permitted only after consent is given by the Examining Board. This is outlined per course in the Study Handbook. A pass/fail assessment is not permitted for theses and internships.
- c. The Rules and Regulations provide further information on the assessment methods and standards for interim examinations.

**Article 44** Interim examination results and announcement of results

- a. The examiner determines the result of a written interim examination within ten working<sup>1</sup> days after the day on which the examination is taken.
- b. The examiner determines the result of an oral interim examination immediately after the examination is taken and provides the student with the result in writing.
- c. Regarding educational units for which no written or oral interim examination is given (such as an internship or thesis), the examiner determines the result within 10 working days after the submission deadline, as determined by the examiner, on condition that the student has submitted on time. If the student fails to submit on time, the examiner shall determine the result within a reasonable term.
- d. Within the time periods referred to in this Article, the examiner ensures the results are announced by entering the results in the student information system. Students can find this information on MyPortal.

**Section 5** *Right of inspection and discussion*

**Article 45** Scheduling inspection and discussion

- a. Within ten working days after the results are announced, the examiner provides the students with an opportunity to inspect their assessed work.
- b. The examiner can schedule the inspection at a place and time whereby he/she arranges a collective discussion or hands out model answers.
- c. During the discussion or inspection, students have access to their own work, to the questions and assignments of the particular interim examination and to information regarding the standards used for the assessment.
- d. If students are prevented from attending the inspection and discussions due to circumstances beyond their control, they can still request the right to inspection within 15 working days after the results have been announced. The examiner decides on the place, time and manner in which the students shall inspect and discuss their work.
- e. Contrary to the provisions stated in subsections b and d the inspection for online courses will be organized online

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<sup>1</sup> Working days: are the weekdays Monday to Friday, with the exception of the national holidays recognised by the CAO of the Dutch Universities and the days between Christmas Day and New Year's Day.

## **Section 6      *Validity period for results of interim examinations and partial interim examinations***

### **Article 46      Validity period for results of interim examinations and partial interim examinations**

- a. The validity period for interim examinations results is six years. At the student's request, the Examining Board can decide to extend the validity period in individual cases. In deciding on the request to extend the validity period, the Examining Board will consider the extent to which the knowledge, insights and/or skills tested by the interim examination in question have demonstrably not become outdated after six years. The programme committee can advise the Examining Board on this.
- b. If the validity period has expired because the student encountered study delay resulting from situations beyond his control as described in Article 7.51 paragraph 2c to h WHW respectively Article 3 sub e to i of the WU Profiling Fund Regulation and this has been reported as such to the student counsellor, the Examining Board must take this delay into account when making its decision referred to in subsection a.
- c. Results of partial interim examinations or other parts of an interim examination are valid until the end of the academic year following the academic year in which the result was attained, unless the Course guide or Study Handbook states that the validity period is longer.

## **Chapter 6   Exemptions from interim examinations and practical assignments**

### **Article 47      Exemption from interim examinations**

- a. At the written request of the student, the Examining Board can grant an exemption from an interim examination. The Examining Board seeks advice from the relevant examiner.
- b. It is possible that descriptions of knowledge and skills giving grounds for awarding exemptions by the relevant Examining Board are set out in agreements between Wageningen University and other institutes of higher education. In such cases the Examining Board shall base its decisions on these grounds.

### **Article 48      Exemptions from compulsory practical assignments**

The Examining Board can grant exemptions from the obligation to take part in certain practical assignments, whether or not subject to other requirements. Such exemptions can be awarded on the grounds of conscientious objections or in very exceptional circumstances.

### **Article 49      Specification in the Rules and Regulations**

In the Rules and Regulations, the Examining Board can specify the grounds for exemptions and the procedure for requesting an exemption.

## **Chapter 7   Final examinations, diploma**

### **Article 50      The final examination of the programme**

- a. A bachelor's final examination is part of each bachelor's programme
- b. A master's final examination is part of each master's programme.
- c. Students pass the final examination if they have passed all courses in their individual examination programme.

### **Article 51      The degrees attributed to the final examinations of the bachelor's and master's programmes**

- a. Based on Article 7.10a.1 of the WHW, the Executive Board of the institute awards a Bachelor of Science degree, followed by the name of the corresponding programme, to those who have successfully completed the bachelor's programme. The degree and the programme are also stated on the diploma.

- b. Based on Article 7.10a.1 of the WHW, the Executive Board of the institute awards a Master of Science degree, followed by the name of the corresponding programme, to those who have successfully completed the master's programme. The degree and the programme are also stated on the diploma.

**Article 52** The final examination results and the date of the final examination

- a. The Examining Board determines the final examination results after all interim examinations of the individual examination programme have been passed.
- b. Contrary to the provisions in Article 50 sub c, the Examining Board can decide that it is not necessary to pass all interim examinations in order to pass the final examination. The applicable regulations on this matter can be found in the Rules and Regulations.
- c. The final examination date is the date on which the positive result of the last interim examination of the individual examination programme is entered into the student information system, or, when later: the date of approval of the (altered) individual examination programme.
- d. Up until the day before the last interim examination of the individual examination programme is taken or the thesis result is announced, students can apply to the Examining Board for a postponement of the final examination date, so that additional courses can be added to the individual examination programme. The relevant procedure is outlined in the Rules and Regulations.
- e. After the final examination date, students can remain enrolled and take courses. They shall receive a certificate for such courses that are passed.

**Article 53** The diploma and the diploma supplement

- a. The Examining Board issues the student with a diploma and a diploma supplement, as proof of successful completion of the final examination.
- b. The bachelor's diploma states at least the following: the programme, the degree, the final examination date and, if applicable, the major, the minor, the cum laude designation and the teaching credential.
- c. The master's diploma states at least the following: the programme, the degree, the final examination date and, if applicable: the specialisation, the minor, the cum laude designation.
- d. The diploma supplement contains at least the name of the institute and the name, the content and the study load of the programme. The supplement is drawn up in English and is in accordance with the standard European format.

**Article 54** Cum laude

If the final examination shows that the student has demonstrated exceptional proficiency, the Examining Board can award the designation 'cum laude'. To this end, the Examining Board follows the corresponding procedure in the Rules and Regulations.

## **Chapter 8 Language used for education and interim examinations**

**Article 55** Regulation for language of instruction and interim examinations

In order to determine the language used for education and interim examinations, the Code of Conduct Foreign Languages is adopted and published on the internet at [Code of conduct Foreign Languages](#).

**Article 56** Language used for education and interim examinations/general

The bachelor's programme is taught in Dutch or English, and the master's programme is taught in English. In principle, the language in which a course is taught is the language in which the interim examination is given; the questions on the examination must also be answered in this language.

**Article 57** Specific language regulations for bachelor's students

- a. If a course is taught in English, bachelor's students are entitled to receive a Dutch version of the interim examination. A request to this end must be submitted to the examiner at least three weeks before the interim examination takes place.
- b. Notwithstanding the provisions in Article 56, bachelor's students may give answers on interim examinations in either Dutch or English.
- c. The bachelor thesis may be written in either Dutch or English.

**Article 58** Specific language regulations for master's students

The master thesis and the internship report in the master's phase are written in English. It is only permitted to write these in another language after consent is given by the Examining Board.

## **Chapter 9 Studying with a disability or chronic illness**

**Article 59** Adaptations to education and interim examinations

- a. Students with a disability or chronic illness can apply for adaptations to the education, the interim examinations, internships and practical assignments. As far as possible, such adaptations will be tailored to the needs of the individual student. The adaptations shall not be made to the detriment of the learning outcomes and the assessment of the outcomes, of the course or of the programme. The procedures and facilities are outlined in the regulations 'Studying with a Disability' and can be found in the [Student Charter](#).
- b. After seeking advice from the Study Counselling Services, the Examining Board decides on behalf of the Executive Board on adaptations to educational facilities and interim examinations.

## **Chapter 10 Study advice and counselling, binding study advice**

**Article 60** Study progress and study counselling in general

- a. The Executive Board ensures the registration of study results so that all students have an overview of their course results via MyPortal.
- b. The Executive Board provides adequate study counselling and facilities in order to ensure sufficient study progress. The study counselling and facilities consist of:
  - Compulsory participation in study choice activities (matching) preceding the first study year (with the exception of students who register for a programme with a *numerus fixus* (fixed quota));
  - Voluntary participation in the introduction week (AID);
  - Group and individual counselling by the study advisors throughout the programme.

**Article 61** Study advice in the first year of the bachelor's programme

- a. First-year bachelor's students shall receive binding study advice in writing at the end of that academic year.
- b. First-year students who earn fewer than 36 credits of first year's courses at the end of that year (last date of results is 31 August) are considered to be unsuitable for the programme and therefore receive negative binding study advice.
- c. The enrolment of students with a negative study advice is terminated one month after the advice is given. Alternatively, these students are not permitted to enrol for the second year of this same programme and also for the subsequent two academic years. After this three year's term has lapsed, these students are permitted to re-enrol only if they can prove to the satisfaction of the Executive Board that they shall be capable of successfully completing the programme.
- d. The Executive Board has outlined the procedure set out in this Article in the Binding Study Advice Regulations. These Regulations can be found as Appendix 4 to these EER.

## Chapter 11 Complaint and appeal

### Article 62 Right of complaint

Any (current, prospective or past) student or extraneous ("concerned party") can submit a complaint to the Facility ([faciliteit@wur.nl](mailto:faciliteit@wur.nl)) regarding the manner in which a body, committee or department of Wageningen University or a person employed by or working for Wageningen University has treated him/her in a particular situation. Before submitting a complaint, the concerned party shall do his/her utmost to settle a dispute, if desired with the intervention of a student counsellor.

### Article 63 Right of appeal

- a. A concerned party can appeal:
  - all decisions of the Examining Board or the examiner;
  - decisions based on Article 6 with regard to the entrance examination;
  - decisions taken by the Master's Admission Board;
  - a decision regarding disenrollment or refusal to permit re-enrolment based on negative binding study advice;
  - In any case all decisions mentioned in Article 7.61 section 1, WHW.
- b. The appeal must be lodged with the Examination Appeals Board (EAB) within six weeks after receipt of the decision. To this end, the concerned party must submit a letter of appeal to the Facility.

### Article 64 Procedure

The procedures for submitting a complaint or lodging an appeal are outlined in the Student Charter under: [Legal protection](#)

## Chapter 12 Final provisions and implementation provisions

### Article 65 Implementation

- a. These Regulations enter into force on 1 September 2017.
- b. These Regulations have been adopted by the Executive Board, with approval of the Student Council concerning the changes with respect to the EER 2016-2017, and after seeking advice from the Board of the Educational Institute and from the programme committees.

### Article 66 Amendments to the EER

- a. These Regulations can be amended only by decision of the Executive Board after approval from the Student Council.
- b. Amendments do not apply in the current academic year, unless the interests of the students are not harmed or if necessary because of a statutory obligation.
- c. Amendments shall not negatively impact decisions taken by the Examining Boards on the grounds of these Regulations with regard to students.

### Article 67 Publication

The Executive Board shall ensure the suitable publication of these Regulations and any amendments.



## Appendices

## **Appendix 1 List of programmes to which this Education and Examination Regulation applies**

### **Bachelor's programmes**

Agrotechnologie	CROHO code 56831
Bedrijfs- en consumentenwetenschappen	CROHO code 56836
Biologie	CROHO code 56860
Biotechnologie	CROHO code 56841
Bodem, Water, Atmosfeer	CROHO code 56968
Bos- en natuurbeheer	CROHO code 56219
Communicatie en Life Sciences	CROHO code 50016
Dierwetenschappen	CROHO code 56849
Economie en beleid	CROHO code 50101
Gezondheid en maatschappij	CROHO code 50018
Internationaal land- en waterbeheer	CROHO code 50100
Internationale ontwikkelingsstudies	CROHO code 56837
Landschapsarchitectuur en ruimtelijke planning	CROHO code 56848
Levensmiddelentechnologie	CROHO code 56973
Milieuwetenschappen	CROHO code 56283
Moleculaire Levenswetenschappen	CROHO code 59304
Plantenwetenschappen	CROHO code 56835
Voeding en gezondheid	CROHO code 56868

### **Master's programmes**

Animal Sciences	CROHO code 66849
Communication, Health and Life Sciences	CROHO code 66652
Aquaculture and Marine Resource Management	CROHO code 60804
Bioinformatics	CROHO code 60106
Biology	CROHO code 66860
Biosystems Engineering	CROHO code 66831
Biotechnology	CROHO code 66841
Climate Studies	CROHO code 60107
Development and Rural Innovation	CROHO code 60103
Earth and Environment	CROHO code 60100
Environmental Sciences	CROHO code 60810
Food Quality Management	CROHO code 60109
Food Safety	CROHO code 60112
Food Technology	CROHO code 66973
Forest and Nature Conservation	CROHO code 66219
Geo-Information Science	CROHO code 60108
International Development Studies	CROHO code 66837
International Land and Water Management	CROHO code 60104
Landscape Architecture and Planning	CROHO code 66848
Leisure, Tourism and Environment	CROHO code 60111
Management, Economics and Consumer Studies	CROHO code 66836
Molecular Life Sciences	CROHO code 60303
Nutrition and Health	CROHO code 66868
Organic Agriculture	CROHO code 69300
Plant Biotechnology	CROHO code 60105
Plant Sciences	CROHO code 66835
Urban Environmental Management	CROHO code 60110

## Appendix 2 Admission to the bachelor's programme

Persons holding one of the diplomas mentioned below, as well as in some cases additional requirements, are admitted to a bachelor's programme:

- a VWO diploma;
- a first-year HBO certificate;
- a first-year university certificate;
- a HBO certificate (final examination);
- a university certificate (final examination).

### 1. VWO diploma

In order to be admitted to the bachelor's programmes the requirements mentioned in the table below must be fulfilled. These requirements have been in place since 1 August 2007. This means that students who have gained their VWO diploma, 2<sup>nd</sup> phase after 1 January 2010 must fulfil the requirements below. Most of these students will have started their 4<sup>th</sup> year of the VWO programme after 1 August 2007.

If you do not fulfil all requirements mentioned in the table below, you must demonstrate that you possess adequate knowledge of the missing courses in order to follow the programme.

Requirements for VWO diploma's new second phase for the various bachelor's programmes

Programme	VWO profiel Natuur & Techniek	VWO profiel Natuur & Gezondheid	VWO profiel Economie & Maatschappij	VWO profiel Cultuur & Maatschappij
Agrotechnologie	•	N	B/S + N + WB	B/S + N + WB
Bedrijfs- en Consumentenwetenschappen	•	•	•	WA/WB
Biologie	B	N	Niet toelaatbaar	Niet toelaatbaar
Biotechnologie*	*	*	2 vakken uit: B, N, S*	B + N + S*
Bodem, Water, Atmosfeer	•	N	N + S	N + S + WA/WB
Bos- en Natuurbeheer	•	•	A/B	A/B + WA/WB
Communicatie en Life Sciences	•	•	•	•
Dierwetenschappen	•	•	S	S + WA/WB
Economie en Beleid	•	•	•	WA/WB
Gezondheid en Maatschappij	•	•	•	WA/WB
Internationaal Land- Waterbeheer	•	N	N	N + WA/WB
Internationale Ontwikkelingsstudies	•	•	•	WA/WB
Landschapsarchitectuur en Ruimtelijke Planning	•	•	•	A/B + WA/WB
Levensmiddelentechnologie	•	•	N + S + WB	N + S + WB
Milieuwetenschappen	•	N	N + S	N + S + WA/WB
Moleculaire Levenswetenschappen*	*	N / (WB + NL&T)	N + S + WB	N + S + WB
Plantenwetenschappen	*	*	2 vakken uit: B, N, S*	B + N + S*
Voeding en Gezondheid*	*	*	B + S*	B + S*

Note to the table:

- = admissible

\* = Programme with selection due to *numerus fixus*  
 A = Aardrijkskunde  
 B = Biologie  
 N = Natuurkunde  
 NL&T = Natuur, Leven en Technologie  
 S = Scheikunde  
 WA = Wiskunde A  
 WB = Wiskunde B  
 + = en; bijvoorbeeld N + S betekent Natuurkunde en Scheikunde  
 / = of; bijvoorbeeld WA/WB betekent Wiskunde A of Wiskunde B

VWO Diploma (old version, gained prior to 1 January 2010)

For students who started their 4<sup>th</sup> year of the VWO programme before 1 August 2007, other entrance requirements apply. For those who hold VWO diploma's 'old style' with course clusters, the abovementioned VWO requirements must still be fulfilled in order to be admitted. Please contact the secretary of the Bachelor's Admissions Committee (BAC) or the Programme Director of the programme you wish to follow regarding this matter.

## 2. First-year HBO certificate

If you hold a first-year HBO certificate and if you have passed certain courses at VWO 6 level, then you can be admitted to the Bachelor's Programmes of Wageningen University. The table below shows which courses are required at VWO 6 level along with the HBO certificate, per bachelor's programme.

Programme	Courses required at VWO 6 level
Agrotechnologie	Mathematics A or B, physics, chemistry or biology
Bedrijfs- en Consumentenwetenschappen	Mathematics A or B
Biologie	Mathematics A or B, physics, biology and chemistry
Biotechnologie*	Mathematics A or B, physics and chemistry
Bodem, Water, Atmosfeer	Mathematics A or B, physics and chemistry
Bos- en Natuurbeheer	Mathematics A or B, geography or biology
Communicatie en Life Sciences	Mathematics C, A or B
Dierwetenschappen	Mathematics A or B, chemistry
Economie en Beleid	Mathematics A or B
Gezondheid en Maatschappij	Mathematics A or B
Internationaal Land- en Waterbeheer	Mathematics A or B, physics
Internationale Ontwikkelingsstudies	Mathematics A or B
Landschapsarchitectuur en Ruimtelijke Planning	Mathematics A or B, geography or biology
Levensmiddelentechnologie	Mathematics A or B, physics, chemistry
Milieuwetenschappen	Mathematics A or B, physics, chemistry
Moleculaire Levenswetenschappen*	Mathematics B, physics, chemistry
Plantenwetenschappen	Mathematics A or B and two of the following subjects: biology, physics and chemistry
Tourism	Mathematics A
Voeding en Gezondheid*	Mathematics A, physics, biology

\* = Programme with selection due to *numerus fixus*

### 3. Other diplomas

#### Abiturzeugnis

Um an unserer Universität für einen Bachelorstudiengang zugelassen zu werden, müssen Sie folgende Kriterien erfüllen:

- Im Besitz der allgemeine Hochschulreife sein.
- Beherrschung der englischen Sprache, minimal erfolgreicher Abschluss des Grundkursniveaus. Sollten Sie Englisch nicht auf Grundkursniveau beherrschen, können Sie einen vergleichbaren Test auf B2-level (innerhalb des Common European Framework of Reference) machen. Ferner ist es möglich, vorab bei der Universität einen Oxford Quick Placement Test abzulegen.
- Beherrschung der niederländischen Sprache und erfolgreicher Abschluss auf Niveau B2 oder einem anderen vergleichbarem Niveau:
  - Niederländisch auf Abiturniveau. Spezifizierung niederländische Sprache.
  - Im Besitz das Staatsexamens Niederländisch als Fremdsprache: Staatsexamen NT2, Programma II.
  - Erfolgreicher Abschluss des Sommerkurses an Wageningen University (Niederländisch-Intensivkurs).

Studiengang	Zulassungsbedingungen
Agrotechnologie Biotechnologie* Lebensmitteltechnologie Pflanzenwissenschaften	3 der Fächer Biologie, Chemie, Mathematik & Physik mind. auf Grundkursniveau und eines dieser Fächer auf Leistungskursniveau
Biologie Tierwissenschaften	Biologie, Chemie und Mathematik mind. auf Grundkursniveau und eines dieser Fächer auf Leistungskursniveau
Boden, Wasser, Atmosphäre Molekulare Lebenswissenschaften* Umweltwissenschaften	Chemie, Mathematik und Physik mind. auf Grundkursniveau
Ernährung und Gesundheit*	2 der Fächer Biologie, Chemie & Mathematik mind. auf Grundkursniveau und 1 davon auf Leistungskursniveau
Internationales Land- und Wassermanagement	Mathematik und Physik mind. auf Grundkursniveau
Kommunikationswissenschaften Gesundheit und Gesellschaft Internationale Entwicklungsstudien Landschaftsarchitektur und Raumplanung Unternehmen- und Konsumentenwissenschaften Tourismus Waldnutzung und Naturschutz Wirtschaft und Politik	Mathematik mind. auf Grundkursniveau

\*Studiengang mit Selektion wegen Numerus Clausus

## IB diploma

An 'International Baccalaureate' (IB) diploma, with the required courses at the required level, provides admission to a Wageningen University Bachelor's programme. The table below shows per bachelor's programme which courses are required for admission.

Programme	Required courses with the required level **
Agrotechnologie	Mathematics at least SL, Chemistry and Physics, one has to be HL
Bedrijfs- en Consumentenwetenschappen	Mathematics at least SL
Biologie	Mathematics at least SL, Biology and Chemistry on HL
Biotechnologie*	Mathematics at least SL, Chemistry and Biology, one has to be HL
Bodem, Water, Atmosfeer	Mathematics at least SL, Chemistry and Physics, one has to be HL
Bos- en Natuurbeheer	Mathematics at least SL, Biology or Geography at least SL
Communicatie en Life Sciences	Mathematics at least SL
Dierwetenschappen	Mathematics at least SL, Chemistry HL
Economie en Beleid	Mathematics at least SL, Economics at least SL
Gezondheid en Maatschappij	Mathematics at least SL
Internationaal Land- en Waterbeheer	Mathematics at least SL, Physics at least SL
Internationale Ontwikkelingsstudies	Mathematics at least SL,
Landschapsarchitectuur en Ruimtelijke Planning	Mathematics at least SL, Biology or Geography at least SL
Levensmiddelentechnologie	Mathematics at least SL, Chemistry and Physics, one has to be HL
Milieuwetenschappen	Mathematics at least SL, Chemistry and Physics, one has to be HL
Moleculaire Levenswetenschappen*	Mathematics at least SL, Chemistry and Physics, one has to be HL
Plantenwetenschappen	Mathematics at least SL, Chemistry and Biology, one has to be HL
Voeding en Gezondheid*	Mathematics at least SL, Chemistry HL

\* = Programme with selection due to Numerus Fixus

\*\* = An NT2-II Dutch A examination is required for all programmes.

#### 4. Colloquium doctum

Persons wishing to enrol in a bachelor's programme must hold a VWO (gymnasium, atheneum) diploma or equivalent. If they do not have such a diploma, admission can be arranged through a so called colloquium doctum. Wageningen University does not offer a specific colloquium doctum, but requires certificates at VWO 6 level, which, with the exception of Mathematics, must be acquired elsewhere. The table below shows which certificates are required for which programme.

An overview of the bachelor's programmes for which a Colloquium Doctum can be requested	
Bachelor's programme	Required courses (at VWO level 6)
Biologie	Biology, Physics, Chemistry, Mathematics A or B, Dutch, English
Biotechnologie*, Bodem-Water-Atmosfeer, Dierwetenschappen, Levensmiddelentechnologie, Milieukunde, Moleculaire Levenswetenschappen*, Plantenwetenschappen	Physics, Mathematics A or B, Chemistry, Dutch, English.
Internationaal Land- en Waterbeheer	Mathematics A or B, Physics, Dutch, English and one of the following subjects: Geography, Biology or Economy.
Voeding en Gezondheid*	Biology, Mathematics A or B, Chemistry, Dutch, English.
Agrotechnologie	Physics, Mathematics A or B, Dutch, English and Chemistry or Biology.
Bos- en Natuurbeheer, Landschapsarchitectuur en ruimtelijke planning	Mathematics A or B, Dutch, English and Geography or Biology. And one of the following subjects: Physics, Chemistry, Geography, Biology, Economics.
Bedrijfs- en Consumentenwetenschappen, Economie en Beleid, Gezondheid en Maatschappij, Internationale Ontwikkelingsstudies, Communicatie en Life Sciences	Mathematics A or B, Dutch, English and two of the following subjects: Physics, Chemistry, Geography/Biology, Economics, History, Social Sciences.
Tourism	English and Mathematics A plus three of the following subjects: Geography, Biology, Economy, Physics, Dutch, Chemistry.
* = Programme with selection due to Numerus Fixus	





MFT				x										x				
MGI					x	x					x			x				
MID							x		x	x		x						x
MIL											x							
MLE		x				x						x	x					x
MLP													x					
MMD																		
MME		x						x	x									
MML				x												x		
MNH																		x
MOA								x									x	
MPB			x	x														x
MPS			x															x
MUE														x				
MWT				x														

\* Programme with selection due to Numerus Fixus

B. Selective admissions = Admissions to a master's programme for students who do not fulfil the criteria mentioned under A.

### **Admissions regulation for MSc programmes**

The MSc admissions regulation is an appendix to the Education and Examination Regulations (EER/ OER) of Wageningen University (WU) concerning the requirements for selective admission to MSc programmes. Admission Boards are authorised by the Executive Board to decide on admissions on the basis of the EER and this regulation.

#### 1. Application regulations

1.1 Those who are seeking admission to one of the WU MSc programmes and do not fulfil the requirements for unconditional admission, are required to submit an application via the WU website.

1.2 The application should be submitted before the deadline that is mentioned on the WU website: <http://www.wur.nl/en/Education-Programmes/master/Application-deadlines-Master-programmes-1.htm>

1.3 Only full applications, including application form, degree certificate, academic transcripts, English test results (if required), statement of purpose, CV, and additional documents if required by the specific programme applied for, are taken into consideration.

1.4 The exceptions to the rule of not evaluating incomplete files are those files in which only the degree certificate and/or the English test results are lacking. If academic transcripts, CV, and motivation letter are not received within four weeks after submitting the application form despite a reminder from WU, the application procedure is discontinued.

#### 2. Admission requirements

2.1 Application will be evaluated on at least the following general admission requirements:

a) Level: a Bachelor degree (or an equivalent award at ISCED 2011 level 6) in a field of science relevant to the selected programme. A Bachelor degree is considered relevant if the applicant is expected to be able to finish the programme without delay.

b) Quality: sufficient quality of the Bachelor degree as shown by an average mark of at least 7 (Dutch system), a Grade Point Average (GPA) of at least B/B+ (US system) or a classification as 2nd upper (UK system). Detailed information on other international equivalents of the required quality is published on the WU website.

c) English proficiency: WU's standard English proficiency requirements are an IELTS (academic) overall score of 6.0 and a minimum sub-score of 6.0 for speaking. The requirements for the Social Sciences programmes, the MSc Organic Agriculture, the MSc Food Quality, the MSc Aquaculture and Marine Resource Management, the MSc Biology, the MSc Plant Biotechnology and MSc Plant Sciences are IELTS overall 6.5 and a minimum sub-score for speaking of 6.0. Detailed information on equivalents is published at the WU website: <http://www.wur.nl/en/Education-Programmes/master/Admission-requirements-Master.htm>

2.2 A quality of the Bachelor degree just falling short of the requirements mentioned in 2.1b can only result in admission at the discretion of the Admission Board, when there are sufficient compensating factors such as:

a) Thesis result;

b) Scores for the courses that are of particular relevance to the MSc programme applied for;

c) Indisputable upward trend of course grades;

d) A declaration of the educational institute of the applicant on a deviating GPA policy;

e) Achievements in postgraduate education;

- f) Multiple studies;
- g) Scores for WU courses (by exchange students or students taking a minor);
- h) Reference letters;
- i) Quality of the degree awarding institution;

2.3 In addition to the general admission requirements, programmes may decide on additional specific admission requirements. Detailed information on the programme-specific requirements is published on the [WU-website](#), on the webpages of the relevant MSc-programmes (section "admission and application").

### 3. Linkage programme regulations

3.1 Applicants who do not satisfy the MSc admission requirements, but who would meet the MSc admission requirements after completing preparatory courses at WU at a value of 30 credit points at the most, can be admitted to the MSc programme under condition of completion of those preparatory courses (linkage programme).

3.2 The composition of the linkage programme is determined by the programme director of the MSc programme applied for and will be laid down in the admission decision.

### 4. Admission decision

4.1 The admission decision is taken by the relevant, domain-specific Admission Board on behalf of the Executive Board.

4.2 Applicants receive a decision ultimately one month after the complete application was submitted.

4.3 Applicants can be admitted provisionally if the Bachelor's degree certificate hasn't been issued yet, and are informed that admission will only become definitive when a certified copy is presented at the Student Desk on arrival in Wageningen.

4.4 The admission decision is valid for the next and following academic year. From then on, the applicant needs to submit a new application.

### 5. Appeal

5.1 Applicants who do not agree with decisions based on this regulation or the time taken to reach the decision can appeal within six weeks after receipt of the decision. The appeal must be in writing and directed at the Board of Appeals for Examinations. The appeal has to be sent to the Facility ([faciliteit@wur.nl](mailto:faciliteit@wur.nl)).

5.2 Before an appeal is taken into consideration, the Board of Appeals sends a notice of appeal to the Admission Board, inviting the Board to contact the appellant in order to determine whether or not an amicable settlement of the dispute is possible. The Admission Board shall reconsider the application. Appellants can supply additional documents to support their application.

5.3 Within three weeks the Admission Board shall report to the Board of Appeals whether or not an amicable settlement has been found. If this is not the case, the Board of Appeals shall start the appeal procedure.

## Appendix 4 Regulations Binding Study Advice (BSA)

These regulations are an elaboration of Article 60 of the Education and Examination Regulations (EER), and lay out the procedures for giving binding study advice during the first year of a Bachelor's programme. If and in so far an article of the English version of these Regulations differ from the Dutch version, the meaning of the relevant article in the Dutch version is applicable.

### Article 1 Procedure for giving pre-advice 1

1. Not later than 20 working days after the end of period 2 of the first academic year of enrolment in a Bachelor's programme, the Examining Board, acting on behalf of the Executive Board, will provide the student with a first preliminary recommendation; 'pre-advice 1'.
2. This pre-advice 1 will be a first warning for a binding negative study advice, which may be given at the end of the first year of enrolment in the Bachelor's programme.
3. The standard to receive a first positive pre-advice is a minimum of 15 credits earned.
4. The first preliminary recommendation is given by email and will at least contain:
  - a. the student's name and student number;
  - b. the number of credits earned by the student;
  - c. if the student meets the standard, a first positive pre-advice: 'expected to meet the requirements of the degree programme';
  - d. if the student does not meet the standard, a first negative pre-advice: 'on the basis of the current study results not expected to meet the requirements of the degree programme';
  - e. in case of a first negative pre-advice as described in subsection d: notice of a reasonable term (until the end of the academic year) within which study results must have improved to a certain extent (at least 36 credits earned), in order to provide the Executive Board with a basis for giving positive advice as described in these regulations;
  - f. in the event of a first negative pre-advice as described in subsection d: a recommendation to make an appointment with a study advisor;
  - g. date and signature by or on behalf of the Examining Board.
5. No rights to a positive study advice can be derived from a positive pre-advice.
6. Following a negative pre-advice, the student is strongly advised to meet with the study adviser and discuss how he can still achieve the required standard within the course of the academic year. The study adviser will document in writing the agreements made with the student.

### Article 2 Procedure for giving pre-advice 2

1. Not later than 20 working days after the end of period 5 of the first academic year of enrolment in a Bachelor's programme, the Examining Board, acting on behalf of the Executive Board, will provide the student with a second pre-advice.
2. This second pre-advice will be a final warning for a binding negative study advice, which may be given at the end of the first year of enrolment in the Bachelor's programme.
3. The standard to receive a second positive pre-advice is a minimum of 30 credits earned.

4. The second pre-advice is given by email and must at least contain:
  - a. the student's name and student number;
  - b. the number of credits earned by the student;
  - c. if the student meets the standard, a positive pre-advice: 'expected to meet the requirements for the degree programme';
  - d. if the student does not meet the standard, a negative pre-advice: 'on the basis of the current study results not expected to meet the requirements for the degree programme';
  - e. in case of a negative pre-advice: notice of a reasonable term (until the end of the academic year) within which study results must have improved to a certain extent, in order to provide the Executive Board with a basis for giving a positive advice as described in these regulations;
  - f. in the event of a negative pre-advice as described in subsection d: a strong recommendation to make an appointment with a study adviser;
  - g. date and signature by or on behalf of the Examining Board.
5. No rights to a positive study advice can be derived from a positive second pre-advice.
6. Following a negative pre-advice, the student is strongly advised to meet with the study adviser and discuss how he can still achieve the required standard within the course of the academic year. The study adviser will document in writing the agreements made with the student.
7. If due to exceptional personal circumstances as described in Article 5 of these Regulations, the student is not able to meet the standard, the student should make these circumstances known to the student dean. The student dean will record these circumstances in writing and agree with the student as to whether the latter must provide further proof of said circumstances. The student dean, in consultation with the student, will inform the study adviser and Examining Board of these personal circumstances in a timely fashion.

### Article 3 Procedure for giving final study advice

1. Not later than 20 working days after period 6 of the first academic year of enrolment in the Bachelor's programme, the Examining Board, acting on behalf of the Executive Board, will provide the student with a final study advice.
2. This final study advice is based on the results achieved by the student up to and including period 6.
3. If, following the results earned during the re-sit period, the study advice must be adjusted due to the standard having been met, the Examining Board will revoke the binding negative study advice.  
Instead, the Examining Board will give a final positive study advice. NOTE: the rejection resulting from the negative study advice given directly after period 6 is a valid definitive decision and must be appealed if the student disagrees with this rejection. See Article 7 paragraph 3.
4. The standard for a positive study advice is at least 36 credits earned and or having passed all courses of the first year of the Bachelor's programme.
5. A final study advice is given by mail and email and must at least contain:
  - a. the student's name and student number;
  - b. the number of credits earned by the student;
  - c. if the student meets the standard, a positive study advice: 'expected to meet the requirements for the degree programme';
  - d. if the student does not meet the standard, but the Examining Board has taken the student's personal circumstances into account, a conditional positive study advice: 'although not

- having met the standard due to personal circumstances, is still expected to meet the requirements for the degree programme’;
- e. if the student does not meet the standard and there are no personal circumstances to be taken into account by the Examining Board, a negative study advice: ‘not expected to meet the requirements for the degree programme due to study results not meeting the standard set by Wageningen University’ and the binding rejection: ‘following the negative study advice the enrolment for the degree programme will be terminated at the end of the academic year’;
  - f. if a conditional positive study advice has been given as described in subsection d: notice that the student is still required to meet the standard of 36 credits earned (including the study credits earned during the first year of enrolment) from completed first-year courses in the following study year;
  - g. if a negative study advice with a binding rejection is given as described in subsection e: the manner in which and to what extent personal circumstances have been taken into account;
  - h. if a negative study advice with a binding rejection is given as described in subsection e: the three-year period stipulated by the rejection during which the student cannot re-enrol for the degree programme in question;
  - i. the possibility to appeal to the Examination Appeals Board within the applicable term;
  - j. if a negative study advice with a binding rejection is given as described in subsection e: notice that the student, through passing re-sits during the re-sit period in August may still meet the standard, resulting in the Examining Board withdrawing the negative study advice given earlier and giving a positive advice instead;
  - k. date and signature by or on behalf of the Examining Board.

#### Article 4            Establishing the standard for study advice

1. The standard for the study advice is expressed in credits earned for completed courses of the first-year study programme. Credits are study credits (‘studiepunten’) as described in Article 7.4 of the Higher Education and Research Act (WHW).
2. Only successfully completed courses are included in determining whether the standard has been met. Results for course components are not included.
3. The credits for first year units of study for which an exemption has been granted are not included in determining whether the standard has been met.
4. If the student dis-enrols during the first year at any time and re-enrols in a later academic year for the same degree programme, courses that were completed during the initial year of enrolment are not included in determining whether the standard has been met.
5. If the student has received a conditional positive study advice as described in Article 3, section 5, subsection d, the courses completed during the first year of enrolment and corresponding results are included in determining whether the standard has been met for the second year of enrolment. If the student fails to meet the standard during the second year of enrolment, he will receive a binding negative study advice towards the end of the second academic year, in accordance with Article 3, section 5, subsection e.
6. If a student transfers from one degree programme to another programme at Wageningen University during the first year of enrolment, the credits earned during the enrolment in the previous degree programme are not included in determining whether the standard has been met. To meet the standard for the programme to which the student has transferred, the student has to comply with Article 4 subsection 7.

7. If a student registers for the first year of a degree programme after 1 October of that year, he must meet the standard within one calendar year.
8. A student who registers for two (or more) bachelor degree programmes both during his first year of enrolment at Wageningen University, must meet the standard of 36 credits for in any case one of the programmes for which he had been registered.
9. A student who, during his second or later year of enrolment for his (first) WU bachelor degree programme, decides to enrol for a second WU bachelor degree programme, will not be subject to a binding study advice for his second WU bachelor degree programme.

#### Article 5 Taking into account the personal circumstances and the hearing of the student

1. In giving a binding negative study advice the Examining Board will take the personal circumstances of the student into account.
2. Personal circumstances that are to be taken into account are listed in Article 6, to the extent to which the Examining Board deems them to have resulted in the student in question being unable, in all fairness, to have met the standard. In reaching this decision, the Examining Board will also take into account the extent to which the student made these circumstances known to the student dean in a timely fashion so as to enable Wageningen University to adapt educational facilities to these circumstances where possible.
3. The Examining Board will give the student the opportunity to provide a written explanation of these personal circumstances, along with a written recommendation by the student dean. The student will have the opportunity to be heard before the Examining Board decides to issue a binding negative study advice.
4. The Examining Board is not bound by the recommendation of the student dean, but seriously takes this recommendation into consideration.

#### Article 6 Personal circumstances

1. The exclusive list of personal circumstances that may be taken into account in reaching a decision to give a study advice are as follows:
  - a. illness of the student;
  - b. disability or chronic illness of the student;
  - c. pregnancy of the student;
  - d. exceptional family circumstances;
  - e. participating in world class sports;
  - f. membership of the Student Council, membership of the Board of the Educational Institute, membership of a board of a foundation which, according to its articles of association, is involved in the exploitation of student facilities, or an organisation that is deemed by the Executive Board to have a similar task;
  - g. other circumstances described by the Executive Board in the regulations based on articles 7.8b, paragraph 6, and Article 7.9, paragraph 5 of the WHW, in which the student is undertaking activities in relation to the organisation and the management of affairs of Wageningen University;
  - h. the membership of the board of a sizable student organisation with full legal status, exclusively insofar as it is a student organisation recognised by the Financial Student Support Regulations,

and only if the student has held a position which entitles him to a six month's compensation from the Profiling Fund.

2. The student is obligated to notify the student dean of any personal circumstances as soon as possible, within two months after their occurrence. The student dean will then make a note of it in the student's file and ensure that these circumstances, if possible, are substantiated with evidence. The student dean, in consultation with the student, will inform the study adviser and Examining Board of these personal circumstances in a timely fashion.

#### Article 7            Appeal

1. The student may appeal a rejection resulting from a final negative study recommendation as described in Article 7.8b, sections 3 and 5 of the WHW. This rejection includes the decision to dis-enrol the student and prevent the student from re-enrolling in the same programme for a three-year period.
2. A student may appeal a decision within six weeks after receipt of the final negative study advice. The procedure is described in Chapter 11 Complaint and appeal of the EER.
3. This term of appeal will not be suspended pending the results earned during the re-sit period. In such event, however, the student can request, in his written appeal, to suspend the procedure pending the results the student will earn during the re-sit period.
4. Appealing a decision does not suspend the validity of the binding study advice. The student may not re-enrol for the same degree programme, even if the new academic year begins before the procedure is completed.

**These regulations have been adopted by the Executive Board on 10 July 2017**