



Universiteit Leiden

Course and Examination Regulations

valid as of 1 September 2019

Programme-specific section:

Master's Programme: History

These Course and Examination Regulations (henceforth OER) have been drawn up in accordance with the Higher Education and Research Act [*Wet op het hoger onderwijs en wetenschappelijk onderzoek*; WHW] (henceforth the Act) and the following Leiden University regulations:

- the Leiden Register of Study Programmes Framework Document;
- the Academic Calendar;
- the Regulations for Student Registration, Tuition Fees and Examination Fees;
- the Regulations for Admission to Master's Programmes.

Pursuant to Article 7.14 of the Act, the Faculty Board regularly evaluates the Course and Examination Regulations and considers, for the purpose of monitoring and adjusting the study load, how much time it takes students to comply. In accordance with Article 9.18 of the Act, the departmental committee is assigned the task of annually assessing the implementation of the OER.

These Course and Examination Regulations consist of two sections:

- a faculty section that is the same for all programmes and
- a section that contains information that is specific to a particular programme, what is known as the programme-specific section of the Course and Examination Regulations.

In the text below the relevant articles will refer to this section.

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Chapter 2 Description of the Programme

Article 2.1 Objectives of the programme

The programme has the following objectives:

1. to enable students to acquire academic knowledge, understanding and skills, and train them in the use of scientific methods in the field of history;
2. to enable students to develop the following academic and professional skills:
 - independent academic reasoning and conduct,
 - the ability to analyse complex problems,
 - the ability to clearly report academic results, both in writing and orally;
3. to prepare students for an academic career and further education;
4. to prepare students for a career outside academia.

Article 2.2 Specialisations

The programme has the following specialisations:

- Ancient History
- Colonial and Global History
- Europe 1000-1800
- Cities, Migration and Global Interdependence
- Politics, Culture and National Identities, 1789 to the Present
- Archival Studies (last possible commencement date is 1 February 2020)
- Europaëum Programme European History and Civilisation: Leiden-Oxford-Paris programme

Article 2.3 Learning outcomes

Graduates of the programme have attained the following learning outcomes, listed according to the Dublin descriptors:

I. Knowledge

1. Thorough knowledge and comprehension of one of the specialisations or subtracks as well as of the historiography of the specialisation, focusing particularly on the following:
 - in the specialisation Ancient History: unification processes in the Graeco-Roman World, 400 BC – 400 AD; insight into the recent large-scale debates in the field with respect to both the history of mentality and socio-economic history;
 - in the specialisation Colonial and Global History: how global (political, socio-economic, and cultural) connections interact with regional processes of identity and state formation; hence insight in cross-cultural processes (including the infrastructure of shipping and other modes of communication) that affect regions across the world such as imperialism, colonisation, islamisation, modernisation and globalization (in particular during the period 1200-1940);
 - in the subtrack Maritime History also: the development of maritime history from the 16th century onwards; insight into recent issues in the field;
 - in the specialisation Europe 1000-1800: broader processes of political, social and cultural identity formation between about 1000-1800; awareness of problems of periodization and impact of ‘national’ historiographical traditions on the field;

- in the specialisation Cities, Migration and Global Interdependence: the manner in which migrations (of people, goods and ideas) between and within states have led to shifts (in cohesion, ethnic composition, policies, imaging, culture, and power relations) in the period 1600-2000, with a focus on (urban) networks (within and across borders);
 - in the subtrack Economic History also: the origin and outcomes of the Great Divergence, developments in political economy since ca 1600, increasing global interdependence throughout the centuries, the development of global governance in the twentieth century, as well as the most important debates in recent Economic History;
 - in the subtrack Governance of Migration and Diversity also: how forms of durable inequality according to ethnicity, gender, class and religion intertwine in the period from 1945 onwards, with a focus on how authorities (national, supra-national, and non-governmental) try to govern on multiple levels issues of 1) migration and 2) diversity.
 - in the specialisation Politics, Culture and National Identities: political practices, symbols and perceptions, nationalism, and national identities in a cultural and societal context from 1800;
 - in the specialisation Archival Studies: archiving in a colonial context; insight into the significance of archiving processes for the way in which a society deals with its documentation heritage in general and its historical practice in particular; disclosure, including digital disclosure, of archives as part of the broader heritage sector;
 - in the specialisation Europaeum Programme European History and Civilisation: Leiden-Oxford-Paris programme: state formation in Europe; European identity from a comparative perspective; the development of culture and society in Europe;
2. Thorough knowledge and comprehension of the theoretical, conceptual and methodological aspects of the specialisation or subtrack in question, with a particular focus on the following:
- in the specialisation Ancient History: the comparative method; application of socio-scientific methods; specialised source knowledge, in particular of documentary sources, and more specifically epigraphy;
 - in the specialisation Colonial and Global History: empirical research from a comparative and connective perspective;
 - in the subtrack Maritime History also: comparative research; archive research;
 - in the specialisation Europe 1000-1800: the ability to analyse and evaluate primary sources from the period, if necessary with the aid of modern translations; ability to make use of relevant methods of quantitative and qualitative analysis to interpret sources in their textual and historical context;
 - in the specialisation Cities, Migration and Global Interdependence, including the subtrack Governance of Migration and Diversity: the interdisciplinary approach (application of theories and methods from social sciences), the comparative perspective (diachronic and synchronic) and working with a large variety of primary sources;
 - in the subtrack Economic History also: the application of economic concepts, research methods or models; insight into the argumentation of current debates;
 - in the specialisation Politics, Culture and National Identities: international comparison and transfer; the analysis of the specific perspectives of secondary studies; a cultural-historical approach of politics and a political-historical approach of culture;
 - in the specialisation Archival Studies: theoretical foundations of archivistics; assessment and selection of archives;
 - in the specialisation Europaeum Programme European History and Civilisation: Leiden-Oxford-Paris programme: international comparison; archive research; the perspective of three different traditions – Leiden, Sorbonne and Oxford;

II. Skills

Graduates of this programme will have reached the following academic skills at a level that builds on and exceeds the level reached in their previous education:

1. The ability to independently identify and select secondary literature, using traditional and modern techniques;
2. The ability to independently identify and select primary sources, using traditional and modern techniques;
3. The ability to analyse and evaluate a corpus of sources with a view to addressing a particular historical problem;
4. The ability to analyse and evaluate literature with a view to addressing a particular historical problem;
5. The ability to independently formulate a clear and well-argued research question, taking into account the theory and method of the field and to reduce this question to accessible and manageable sub-questions;
6. The ability to independently set up and carry out an original research project that can make a contribution to existing scholarly debates;
7. The ability to give a clear and well-founded oral and written report on research results in correct English, when required, or Dutch, meeting the criteria of the discipline;
8. The ability to participate in current debates in the specialisation;
9. The ability to apply knowledge and understanding, and problem solving abilities in new or unfamiliar environments within broader (or multidisciplinary) contexts related to the field of study.

III. Academic attitude

Graduates of this programme will have reached the following:

1. The ability to integrate knowledge and handle complexity, and formulate judgments with incomplete or limited information, including the ability to reflect on social and ethical responsibilities linked to the application of knowledge and judgments;
2. The ability to reflect on one's own professional integrity and moral conduct;
3. The ability to provide constructive feedback to and formulate criticism of the work of others and the ability to evaluate the value of such criticism and feedback on one's own work and incorporate it;
4. Understanding of the relevance for society of the historical discipline in general and the specialisation in particular.

Article 2.5 Study load

The programme has a study load of 60 credits.

Article 2.8 Language of instruction

- 2.8.1. In compliance with the Code of Conduct on the Language of Instruction¹ the language of instruction and examination in the programme is English. Students are expected to have an adequate command of the language of instruction and examination in the programme, in accordance with the requirements stated in Article 5.2.4.
- 2.8.2. Contrary to Article 2.8.1, in individual cases the Board of Examiners can permit the student to write the final thesis in another language, in accordance with the Guideline on Language Policy.²

¹ [Code of Conduct on Language of Instruction](#)

² [Guideline on Language Policy](#)

Chapter 3 Curriculum

Article 3.1 Compulsory components

3.1.1 The programme includes compulsory components worth a total study load of 60 credits. These compulsory components include the set components from which a student is obliged to choose.

Chapter 4 Examinations, Final Examination and Further Education

Article 4.2 Obligatory sequence

4.2.1 Not applicable.

Article 4.3 Form of examination

4.3.5 Not applicable.

Chapter 5 Admission to the Programme

Article 5.2 Admission to the programme

5.2.1 Pursuant to Article 7.30b (1) of the Act holders of (one of) the following degrees may be admitted to the indicated specialisation(s) of the programme, or who have successfully completed the following prescribed pre-master's/bridging programme:

- a. A bachelor's degree from a Dutch research university (in the specialisation):

<i>Specialisation Master</i>	<i>Admission on the basis of Bachelor programme</i>
All specialisations, except Europaeum: European History and Civilization	History
Ancient History	Ancient Near Eastern Studies/track The Ancient Near Eastern World
Europaeum Programme European History and Civilisation: Leiden-Oxford-Paris programme	[no direct admission, see art. 5.2.4 for admission requirements]

- b. Not applicable.

- c. a prescribed pre-master's/bridging programme pursuant to article 5.4.1. The prescribed pre-masters/bridging programme must be completed within the nominal duration plus one semester (in case of a pre-master's/bridging programme of 30 EC or less) or plus one study year (in case of a pre-master's/bridging programme of more than 30 EC).

5.2.2 The Faculty Board may, on request, grant admission to (one or more of the specialisations of) the programme to applicants who do not meet the requirements as specified in 5.2.1, points a and b, but who can demonstrate to the satisfaction of the Faculty Board that they possess a level of knowledge, understanding and skills equal to that of holders of a degree specified in 5.2.1, points a and b, possibly under further conditions.

To be considered as holding a degree equal to the one specified in 5.2.1a, applicants must meet the following requirements:

- a bachelor's degree from a research university, equivalent to the level of a Dutch academic Bachelor's degree, or demonstrate to meet the requirements for such a degree, including the General Academic Skills listed in Appendix B, and
- have completed historical courses on relevant topics for the chosen specialisation and of sufficient level, to an equivalent of approximately 45 EC;
- be able to conduct independent empirical research;
- be able to read academic literature and reflect critically on it;
- have a knowledge of general history and be able to present their findings (based on a critical reading of the literature or based on empirical research) in a systematic and analytical manner;
- be able to write a thesis with proper references to the literature.

Applicants may be asked to submit a writing sample, proving the aforementioned qualities in the field of knowledge, understanding and skills.

Applicants who have completed the following degrees including the coursework specified below are considered to have fulfilled these requirements:

- a Bachelor's degree from a Dutch research university in Languages and Cultures of South and Southeast Asia, including the combined programme in History worth 60 credits;
- a Bachelor's degree from a Dutch research university in International Studies, including
 - BA Thesis on a historical subject,
 - the following optional courses which are part of the Bachelor's programme History:
 - BA-Werkcollege (BA History, second year) *or* Elective on historical subject (BA International Studies, second year) (10 EC)
 - completed a BA-Seminar (BA History, third year) in the BA History (either as an extra pre-master-course or as an extra Elective in the BA International Studies) (10 EC)
- a Bachelor's degree from a Dutch research university in Liberal Arts and Sciences: Global Challenges with
 - a Major in Human Diversity: track Global and Contemporary History or
 - a Major in World Politics: track Global History

Applicants as referred to in Article 5.2.1b and Article 5.2.2. are requested to provide the Board of Admissions with information demonstrating that the applicant possesses the same level of knowledge, understanding and skills as holders of a degree as specified in Article 5.2.1a.

For further information on the admission procedure and required application documents please see <https://www.universiteitleiden.nl/en/education/admission-and-application/masters>.

5.2.3 Dutch and English languages

5.2.3.1 As further clarification of Article 2.8 concerning command of the language of instruction, a student who wishes to be admitted to an English-taught master's programme must have one of the following diplomas, or must meet the criteria of:

- an [International Baccalaureate](#) diploma (or other with English A);
- a diploma of secondary or higher education completed in the United States of America, the United Kingdom, Ireland, New Zealand, Australia or Canada (with the exception of French-taught education in Canada);
- a diploma of an English-taught university degree programme completed at a Dutch research university;
- a pre-university education (VWO) diploma.
- a high school (or higher) diploma obtained in an EEA country, where English has been studied up to and including the final year of the programme, and where the level of English can be considered comparable to Dutch VWO (pre-university education), to be determined by SEA (Admissions Office).

5.2.3.2 If a student who wishes to be admitted does not meet the requirements in 5.2.3.1, at least one of the following language requirements can be set:

- A minimum score of IELTS 7.0 or TOEFL 25 is required for each of the four components.
- C2 Proficiency (former CPE) or C1 Advanced (former CAE) 185.

5.2.3.3 Not applicable.

5.2.3.4 Not applicable.

The Faculty Board may request that applicants demonstrate an adequate command at this level. For more information on language tests and diplomas which are sufficient with regard to the required command of English please see <https://www.universiteitleiden.nl/binaries/content/assets/studentenwerving/scm/admission-and-application/english-language-proficiency-masters-programmes-def.pdf>.

Article 5.2.4 **Qualitative admission requirements**

Applicable to the specialisation Europaeum: European History and Civilisation: Leiden-Oxford-Paris Programme

5.2.4.1 Pursuant to Article 7.30b (1) and (2) of the Act persons will be granted admission to this specialisation, if they can demonstrate to the satisfaction of the Faculty Board that they meet the following admission requirements:

1. a bachelor's degree from a research university, equivalent to the level of a Dutch academic Bachelor's degree, or demonstrate to meet the requirements for such a degree, including the General Academic Skills listed in Appendix B, and
2. completed accredited historical courses on relevant topics for the chosen specialisation and of sufficient level, to an equivalent of approximately 45 EC, and;
3. Advanced academic research and writing skills, in particular:
 - * be able to conduct independent empirical research;
 - * be able to read academic literature and reflect critically on it;
 - * have a knowledge of general history and be able to present their findings (based on a critical reading of the literature or based on empirical research) in a systematic and analytical manner;
 - * be able to write a thesis with proper references to the literature.

In addition, applicants must also meet the following **qualitative** admission requirements:

4. A good academic record as an indicator of academic excellence, demonstrated by an average mark of at least 7.5 (Dutch grading system), and a grade for the Bachelor's thesis of an 8.0 or higher, and
5. Additional indicators of academic excellence, such as an excellent motivation to study and suitability for the specific specialisation, and extracurricular activities/professional and practical experience (internships, honours programmes), and
6. Affinity with and suitability for scholarly research in the field of the specialisation and the ability to clearly report on research.

5.2.4.2 Where article 5.2.4.1 applies, the admission requirements will be implemented as follows:

- 1, 2, 3 and 4: as evidenced by a transcript of the curriculum of previously completed BA - and/or MA - programmes and diploma of the relevant obtained academic degree, including the average mark and the

grade of the Bachelor's thesis.

- 5: to be demonstrated by 1) A well-argued and structured motivation letter in which the applicant indicates why he/she wants to follow the specialisation and convincingly discusses what makes the applicant a good candidate for the specialisation. The statement should be between 700 and 1,500 words. 2) Two reference letters from academic staff members who are acquainted with the academic work of the applicant. 3) The required CV.
- 6: to be demonstrated by a well-structured Thesis Proposal. All applicants are required to submit a Thesis Proposal of ca. 1500 words, written in accordance with academic standards of the field of the specialisation, accompanied by an annotated bibliography of at least five (5) items, outlining the topic and research question that the applicant wishes to pursue at Leiden University.

5.2.4.3 Where article 5.2.4.1 applies, the deadline for the admission requirements is as follows:

- The admissions assessment for the specialisation of the Master's programme in respect of the intake in September takes place in two rounds of assessment: in April (pre-selection non-EU applicants) and June (assessment EU applicants and remaining non-EU applicants, as referred to in Article 5.2.5.2, point 3b. below).
- Requests for admission to the specialisation MA Europaeum: European History and Civilisation: Leiden-Oxford-Paris Programme must be submitted before 1 April (non-EU citizens) or 15 June (EU citizens). Given the selective nature of the specialisation, this deadline applies to all applicants.

For further information on the admission procedure and required application documents please see <http://www.students.leiden.edu/application-admission/master/application-admission/>.

5.2.5 Maximum capacity

5.2.5.1 The Executive Board has determined a maximum capacity for the specialisation Europaeum Programme European History and Civilisation: Leiden-Oxford-Paris programme of the Master's programme in History. The order of admission will be determined by the qualitative admission requirements as referred to in Article 5.2.4. The maximum capacity set for this programme for the academic years 2019-2020 and 2020-2021 is 10 students.

5.2.5.2. Where article 5.2.5.1 applies, the method of selection on the grounds of the criteria will be as follows:

1. With regard to admission to the programme, the Admissions Board, consisting of staff members of Leiden University, Université Paris I – Panthéon/Sorbonne and the University of Oxford, assesses the knowledge and skills of the applicants on the basis of the files they have submitted.

2. If necessary, the Admissions Board can contact the applicant by mail or telephone at any time during the admission procedure to gain further information.

3. The Admissions Board decides on the basis of the pre-selection in April:

- a) which of the non-EU applicants (to a maximum of 3) may be directly admitted into the programme after the pre-selection in April;
- b) which non-EU applicants meet the entry requirements, but are not directly admitted into the programme – their applications are considered again in June, together with the applications from EU citizens.
- c) which applicants cannot be admitted because they do not meet the requirements.

4. The Admissions Board decides on the basis of the assessment in June:

- a) which applicants meet the entry requirements for the specialisation – if appropriate on the condition that they have been awarded their bachelor's degree in time – and can *in principle* be admitted;
- b) which applicants cannot be admitted because they do not meet the requirements.

5. The Admissions Board ranks the suitability of the applicants in category 3b. and 4a. to the specialisation, on the basis of the files they have submitted, having regard to the qualitative admission requirements as specified in article 5.2.4, and, if the committee has requested this, the further information provided by the applicant.

5.2.5.3 Where article 5.2.5.1 applies, the deadlines for selection are as follows:

- Applicants who are placed in category 3a, as referred to in art. 5.2.5.2, point 3 receive a positive admissions decision by 15 May (non-EU citizens); those in category 3b, as referred to in art 5.2.5.2, point 3 will be informed about the continuation of the selection procedure by 15 May.
- Applicants who are placed in category 3c, as referred to in art. 5.2.5.2 point 3, receive a negative admissions decision by 15 May (non-EU citizens); those in category 4b, as referred to in art. 5.2.5.2 point 4 by 1 July (EU citizens).
- On the basis of the ranking list as referred to art 5.2.5.2 point 5, the Admissions Board issues a recommendation on 1 July at the latest to the Faculty Board to admit the top ranking applicants to the programme, up to the numbers specified in article 5.2.5.1. These applicants receive a positive admissions decision on 15 July at the latest.
- The remaining applicants in category 3b, as referred to in art. 5.2.5.2 point 3 and 4a, as referred to in art. 5.2.5.2 point 4, are informed that they are in principle admissible to the programme but that they have been placed on the waiting list and will not receive an admissions decision pending places becoming free. They are informed of their position on the waiting list.
- Applicants who have received a positive admissions decision must express whether they will enrol the programme within two weeks of the date of the decision. If an applicant does not indicate within this period whether he or she will enrol the programme, he or she loses his or her place and the applicant at the top of the waiting list will receive a positive admissions decision.

5.2.5.4 Where article 5.2.5.1 applies, the weighting of the criteria will be as follows:

Each of the following three criteria, as referred to in art. 5.2.4.1, accounts for 1/3 of the overall assessment of the application. In case of equal suitability the order of the ranking is determined by the quality of the Thesis Proposal:

- A good academic record as an indicator of academic excellence;
- Additional indicators of academic excellence;
- Affinity with and suitability for scholarly research in the field of the specialisation and the ability to clearly report on research (demonstrated by the Thesis Proposal).

Article 5.4 **Pre-master's Programmes**

5.5.1 The programme has developed pre-master's programmes (for the following target groups) in order to remove deficiencies. Pre-master's programmes must be completed successfully within the prescribed period as specified in sub Article 5.2.1c.

The Pre-master History (language of instruction: Dutch) is primarily intended for:

- Students with a Bachelor's degree from a university of applied sciences in History, equivalent to the level of a Dutch HBO bachelor's degree (lower secondary education certificate, *tweede graads*).

After completing this bridging programme students will be admitted to the Master's programme in History. The total study load of the bridging programme is 60 credits and consists of the following components from the Bachelor's programme History:

<i>First semester</i>	<i>Second semester</i>
Werkcollege 1* (10 EC)	Seminar* (10 EC)
Kerncurriculum: Wetenschapsfilosofie (5 EC)	Historiografie en geschiedfilosofie (5 EC)
Kerncollege BA2: De grenzen van de macht (5 EC) Hoorcollege 1* (5 EC) Hulpvak 1* (5 EC)	BA-Eindwerkstuk Geschiedenis (15 EC)

* See the E-prospectus of the bachelor History for the specific range of courses for these components.

5.4.2 Information regarding the bridging programmes can be requested from the coordinator of studies of the programme/specialisation.

Chapter 7 Evaluation of the programme

Article 7.1 Evaluation of the programme

The programme is evaluated as follows:

- course evaluations
- programme evaluation

Appendix D – Transitional provisions

From 1 September 2018 the programme has changed:

Old programme
MA Thesis (30ec)

Programme as from 1 September 2018
Thesis (20ec) + additional research seminar

Students who started before 1 September 2018 are allowed to finish the old programme.
Transferring to the new programme is possible after consultation with the board of examinations.