



Universiteit Leiden

# Course and Examination Regulations

valid as of 1 September 2019

Programme-specific section:

## Master's Programme: Latin American Studies

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 Latin American Studies;
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**

Not applicable.

### **Article 2.3 Learning outcomes**

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

1. Knowledge and understanding
  - a. Graduates possess comprehensive knowledge and understanding of the subjects which are central in one of the three tracks: Public Policy and Social Programmes in Latin America; Cultural Analysis of Image and Discourse in Latin America; and Language Variation and Bilingualism in Latin America.
  - b. Graduates have knowledge of the most important contemporary theoretical debates within the central theme of the track they have chosen and they are able to critically reflect on those debates.
2. Application of knowledge and understanding
  - a. Graduates have the ability to analyse the texts which are treated in the track they have chosen in a critical manner and to place these texts in their linguistic, cultural and/or historical context.
  - b. Graduates are able to translate the acquired knowledge on key issues and the academic debates around them into relevant research questions, which in terms of content and scope can be studied through independent research.
  - c. Graduates have a thorough knowledge of up-to-date research methods used in the followed path (such as interviewing techniques, cultural analysis, and so forth) and are able to use this knowledge in an independent way within the context of a concrete and feasible research design.
  - d. Graduates are able to carry out independent research in the field of Latin American studies and possess the intercultural skills to work there or in the context of their research more broadly with relevant individuals and institutions.
3. Judgement
  - a. Graduates are able to make careful considerations about the academic merits and utility of academic arguments and of material that is at the basis of their research and subsequent final report.
  - b. Graduates can form a good judgment about the social, cultural and ethical aspects which should be taken into account when conducting and reporting about their research.

#### 4. Communication

- a. Graduates are capable of making well-structured and clear oral presentations on an academic subject for an audience of specialists or non-specialists.
- b. Graduates are able to write scientific reports in Spanish, Portuguese or English.
- c. Graduates are able to present in a concise and clear manner the subject and the goals of their research to individuals and institutions which can contribute to this research.

#### 5. Learning Skills

- a. Graduates possess the learning skills that enable them to pursue a follow-up study which demands a great amount of self-organization and self-sufficiency.
- b. Graduates are able to apply the acquired knowledge, insights and skills in a work environment, even if it does not totally match the followed disciplinary path or if it is not related to the Latin American region.

#### 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 Instruction<sup>1</sup> the languages of instruction and examination of the programme are Spanish, Portuguese and English. Students are expected to have an adequate command of the languages 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.<sup>2</sup>

### 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. Students are allowed to take 10 EC from the national Master language curriculum as one of the compulsory components.

### 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.

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<sup>1</sup> [Code of Conduct on Language of Instruction](#)

<sup>2</sup> [Guideline on Language Policy](#)

## 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 and one of its specialisations, 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) in Latin American Studies.
- 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
- possess comparable qualities in the field of knowledge, understanding and skills with those acquired upon graduating from the bachelor's programme referred to in article 5.2.1, specifically:
  - elementary knowledge and understanding of the most important linguistic, cultural and/or historical developments in Latin America; and
  - the ability to deal with theories about the chosen research subject and to apply those theories into a concrete case study;

Applicants with a bachelor's degree from a Dutch research university in International Studies who have completed all area courses for Latin America and the programme's Spanish or Portuguese language classes are regarded to have fulfilled all entry requirements.

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 <http://www.students.leiden.edu/application-admission/master/application-admission/>.

### Article 5.2.3 **Dutch and English languages**<sup>3</sup>

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 English language requirements for this master's programme can be set:

- IELTS 7.0;
- Toefl (internet-based) 100;
- C2 Proficiency (former CPE) or C1 Advanced (former CAE) 185.

The following additional language requirements apply:

- candidates must be sufficiently proficient in the language of instruction (to be assessed by the Faculty Board):
  - Listening: Spanish CEFR B2;
  - Reading: Spanish CEFR C1;
  - Spoken interaction Spanish and/or Portuguese CEFR B2;
  - Spoken production Spanish and/or Portuguese CEFR B2;
  - Writing Spanish and/or Portuguese CEFR B2.

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 <http://www.students.leiden.edu/application-admission/master/prospective/language-requirements.html>.

### Article 5.2.4 **Qualitative admission requirements**

5.2.4.1 Not applicable.

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<sup>3</sup> Letter of the Minister of Education, Culture and Science of 11 July 2018, decision on costs of standardised tests (costs of standardised tests, including language tests, are to be paid by the study programme from the academic year 2019-2020). This applies for all students. If possible, the Minister will make a decision on a different procedure for students with a diploma from outside the Netherlands.

Article 5.2.5 **Capacity limitation**

5.2.5.1 Maximum capacity: not applicable.

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

Not applicable.

## **Chapter 7 Evaluation of the programme**

Article 7.1 **Evaluation of the programme**

The programme is evaluated as follows:

- course evaluations
- programme evaluation