Course and Examination Regulations

valid as of 1 September 2021

Programme-specific section:

Master's Programme: Linguistics

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, which 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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[1] The attachment stipulates the general academic skills a candidate needs to possess to be admitted to a Master programme.

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 linguistics or translation 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**

The programme has the following specialisations:

   - Linguistics
   - Modern Languages
   - Translation

Article 2.3   **Learning outcomes**

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

1. Knowledge and insight

Graduates demonstrate, in their written and oral work:

   i.   thorough knowledge of the basic tenets of the theoretical approach and research methodologies of their specialisation.

2. Applying knowledge and insight

Graduates demonstrate:

   i.   basic research skills which are adequate to carry out original research focused on primary language data;

   ii.   the ability to write a final thesis, i.e. to independently identify and formulate a scientific problem, describe this problem, analyse relevant data and provide an insightful and verifiable solution.

3. Making judgements

Graduates demonstrate, in their written and oral work:

   i.   the ability to provide constructive criticism of oral and written research results and to use criticism for revising theories and points of view;

   ii.   the ability to recognize and critically evaluate scientific paradigms in their chosen field of research.

4. Communication

Graduates demonstrate:

   i.   the ability to communicate the achieved research results in their chosen field of research in a clear and substantiated way in an oral and written report, meeting the general criteria observed in the field of their specialisation.

5. Learning skills

Graduates demonstrate:

   i.   the learning abilities required to be able to follow postmaster's professional training or a PhD training of a largely self-determined or autonomous nature.

Extending and deepening these general qualifications, graduates of each of the specialisations will have obtained the following achievement levels.

Additional learning outcomes for graduates of the specialisation Linguistics

Graduates of the specialisation **Linguistics** have attained the following learning outcomes, listed according to the Dublin descriptors:

1. Knowledge and insight

Graduates demonstrate, in their written and oral work:

   i.   thorough knowledge of the basic tenets of the theoretical approach and research methodologies of their subdiscipline.

   ii.   knowledge and understanding of the discipline of linguistics, the scientific study of human language;

   iii. familiarity with the basic concepts, research methods and techniques, and current developments in the field;

   iv.   knowledge of at least one subdiscipline of linguistics, such as descriptive, formal, experimental, applied, or comparative linguistics; being acquainted with its specific research questions and methodology.

2. Applying knowledge and insight

Graduates of the specialisation **Linguistics** demonstrate:

   i.   basic research skills which are adequate to carry out original research focused on primary language data;

   ii.   the ability to define a research topic, formulate research questions, and collect data, e.g. through fieldwork, study of existing corpora or an experimental setup;

   iii. the ability to perform an analysis and interpretation of the object of inquiry;

   iv.   the ability to relate the analysis to the relevant literature;

   v.   the ability to contribute to on-going debates in the discipline, based on independent research and theoretical reflection.

   vi.   the ability to write a final thesis that demonstrates all the above knowledge and insight capacities.

3. Making judgments

Graduates of the specialisation **Linguistics** demonstrate, in their written and oral work, the ability to:

i.   provide constructive criticism of oral and written research results and to use this to revise theories and points of view;

ii. recognize and critically evaluate scientific paradigms in their chosen field of research.

iii. build an argument that leads to its conclusion in a clear and verifiable manner;

iv. relate the results of their research to the existing literature;

v.   take into account the philosophy and ethics of linguistic research.

Additional learning outcomes for graduates of the specialisation Modern Languages

Graduates of the specialisation **Modern Languages** have attained the following learning outcomes, listed according to the Dublin descriptors:

1. Knowledge and insight

Graduates of the specialisation **Modern Languages** demonstrate, in their written and oral work:

i.   knowledge of the field of Chinese/English/French/German/Italian language and linguistics and the connections between the various subfields of Chinese/English/French/German/Italian language and linguistics.

ii. advanced knowledge of at least one of the subfields of Chinese/English/French/German/Italian language and linguistics;

iii. knowledge of linguistic research methods used in the field of Chinese/English/French/German/Italian language and linguistics;

2. Applying knowledge and insight

Graduates of the specialisation **Modern Languages** demonstrate the ability to:

i.   critically apply analytical and descriptive linguistic research methods to data of Chinese/English/French/German/Italian;

3. Making judgements

Graduates of the specialisation **Modern Languages** demonstrate, in their written and oral work, the ability to:

i.   critically evaluate scientific arguments within the chosen subdiscipline of Chinese/English/French/German/Italian language and linguistics, and to formulate an independent critical opinion of these arguments;

ii. provide a critical synthesis of scientific arguments dealing with a given issue in the chosen subdiscipline of Chinese/English/French/German/Italian language and linguistics.

4. Communication

Graduates of the specialisation **Modern Languages** demonstrate the ability to:

i.   communicate about the achieved research results in their chosen field of research in a clear and substantiated way in an oral and written report, meeting the general criteria observed in the field of Chinese/English/French/German/Italian language and linguistics.

Graduates specialising in English, French, German, or Italian linguistics demonstrate the ability to:

ii. comprehend oral presentations and conversations in English/French/German/Italian at the CEFR levels specified in the table below;

iii. comprehend written texts in English/French/German/Italian at the CEFR levels specified in the table below;

iv. give an oral presentation in English/French/German/Italian (CEFR levels specified in the table below), reporting on the work outlined in (2i) and (3i-ii);

v.   write an MA thesis in English/French/German/Italian (CEFR levels specified in the table below), on the work outlined in (2i) and (3i-ii).

English:		*French:*		*German:*		*Italian:*	
Listening	C2	Listening	C1/C2	Listening	C2	Listening	C1
Reading	C2	Reading	C2	Reading	C2	Reading	C1
Spoken interaction	C2	Spoken interaction	C1	Spoken interaction	C1	Spoken interaction	B2/C1
Spoken production	C2	Spoken production	C1	Spoken production	C1	Spoken production	B2/C1
Writing	C2	Writing	C1	Writing	C1	Writing	C1

Additional Learning outcomes for graduates of the specialisation Translation

Graduates of the specialisation **Translation** have attained the following learning outcomes, listed according to the Dublin descriptors:

1. Knowledge and insight

Graduates of the specialisation **Translation** demonstrate, in their written and oral work:

i.   knowledge and understanding of the problems posed by the translation of multimodal, audiovisual, legal, literary or medical texts;

ii. knowledge and understanding of areas of translation theory that may be of use to the translator of specialized texts;

iii. knowledge and understanding of technological developments in the field, including the use of translation memories, terminology management, corpora, and machine translation, as well as knowledge and understanding of the theories and empirical research addressing these developments;

iv. understanding of the importance of professional skills and knowledge and understanding of (automated) business processes involved in (intercultural) translation projects, including (intercultural) communication with clients and other stakeholders, (intercultural) project management, time and budget management, marketing and acquisition, and networking;

v.   knowledge and understanding of how disciplines such as linguistics, cultural studies, journalism, literary studies, philosophy, psychology, stylistics, lexical semantics and comparative law have contributed to the field;

vi. knowledge and understanding of the relationship between writing and translation (e.g. contrastive rhetoric, genre theory), and editing and translation (including post-editing of machine translations);

vii. specialist knowledge of and practical skill in the translation of multimodal, audiovisual, legal, literary or medical texts, such that the graduate is ready to embark on a career as a specialist translator;

2. Applying knowledge and insight

Graduates of the specialisation **Translation** demonstrate, in their written and oral work, the ability to:

i. apply research methods in translation theory to the translation of multimodal, audiovisual, legal, literary or medical texts from English to Dutch and vice versa;

ii. handle existing theoretical models in the field of translation studies and to apply them critically;

iii. assess the value of translation theories for translation problems and to critically apply the solutions offered by these theories;

iv. assess the value of technological tools and the ability to use these tools in individual and collaborative projects (e.g., use of terminology databases, translation memories, machine translation software, corpora, project management systems);

v. put into practice the professional skills required for professional translation service provision, including (intercultural) communication with clients and other stakeholders, (intercultural) project management, time and budget management, marketing and acquisition, and networking;

vi. apply the language skills in Dutch and English (the two main target languages) needed to produce translations of publishable quality, according to the CEFR levels in the table below.

English:		*Dutch:*	
Listening	C2	Listening	C2
Reading	C2	Reading	C2
Spoken interaction	C2	Spoken interaction	C2
Spoken production	C2	Spoken production	C2
Writing	C2	Writing	C2

*The specialisation **Translation** is a signed Member of the European Master's in Translation Network since 2019. As such, the specialisation must fulfil the requirements of the EMT Charter to guarantee the following Competences as learning outcomes: (i) Language and Culture Competences, (ii) Translation Competences, (iii) Technology Competences, (iv) Personal and Interpersonal Competences, and (v) Service Provision Competences.*

See https://ec.europa.eu/info/sites/default/files/emt_competence_fwk_2017_en_web.pdf for a full overview of the learning outcomes within the EMT Framework (2019-2024).

Article 2.5   **Study load**

The programme has a study load of 60 credits.

Article 2.8   **Language of instruction**

2.8.1.   Subject to the Code of Conduct on the Language of Instruction and Examination[2] the language(s) of instruction and examination in the programme is/are:

-    Specialisation Linguistics: English

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[2] Code of Conduct on Language of Instruction

- Specialisation Modern Languages: English. Additional language requirements for English, French, German, and Italian will apply for specific courses within the MA programme. The requirements per course are listed in the Prospectus ([https://studiegids.leidenuniv.nl/en/studies/masters/m)](https://studiegids.leidenuniv.nl/en/studies/masters/m).
- Specialisation Translation: English and Dutch

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.[3]

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 registered for the **specialisation Modern Languages** may take a course from the national Masterlanguage curriculum as one of the compulsory components.

Chapter 4   Examinations, Final Examination and Further Education

Article 4.2   Obligatory sequence

4.2.1   Students who have been admitted to the Master's programme in September 2021, on the basis of having completed at least 165 EC of the relevant Bachelor's programme, cannot start their Master's thesis before successfully completing their Bachelor's thesis.

Article 4.3   Form of examination

4.3.6   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 or persons who have successfully completed the following prescribed pre-masters/bridging programme may be admitted to the programme and one of its specialisations:

a.   a Bachelor's degree from a Dutch research university (in the specialisation) in:

Specialisation Master	*Admission on the basis of a Bachelor's degree in,*
Linguistics	Linguistics
Modern Languages	English Language and Culture
	French Language and Culture
	German Language and Culture
	Italian Language and Culture

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[3] [Guideline on Language Policy](#)

Translation	[no direct admission, see article 5.2.1b]

b. To be considered as holding a degree sufficiently related 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, including the General Academic Skills listed in Appendix B of the Faculty section of these regulations;

In addition applicants must also meet the following specific requirements per specialisation:

Specialisation Linguistics
- Knowledge of and insight in linguistics comparable with the qualifications acquired by students graduating from the bachelor's programme referred to in article 5.2.1a, for example:
- A Bachelor's degree in English/French/German/Italian/China Studies, or any other language, with at least 20 EC in core linguistics courses (phonology, morphology, syntax, semantics), or at least 30 EC in the field of linguistics; or
- A Bachelor's degree from a Dutch research university in International Studies with at least 30 EC in the field of linguistics.

Specialisation Modern Languages
- Knowledge of and insight in linguistics comparable with the qualifications acquired by students graduating from the Bachelor's programme referred to in article 5.2.1a, for example:

- A Bachelor's degree in Linguistics, with – as evidenced by appropriate tests (see below): a CEFR C1 level in either French, German, or Italian (CEFR B2 for speaking and writing in Italian), or for English IELTS 7.5/TOEFL (Internet based) 113/C2 Proficiency (former CPE) or C1 Advanced (former CAE) 185; a minimum score of IELTS 7.0 or TOEFL 25 is required for each of the four components); or
- A Bachelor's degree in English/French/German/Italian/China Studies, with at least 20 EC in core linguistics courses (phonology, morphology, syntax, semantics), or a minor in linguistics (30 EC).

Specialisation Translation
- Proven translation skills, proven academic writing skills, and knowledge and understanding of translation studies and culture specific translation issues, acquired by completing a minor in translation of at least 30 EC or proven translation skills, academic writing skills and knowledge and understanding of translation studies and culture specific translation issues comparable with those of students having completed the minor in Translation at Leiden University for example:

- a Bachelor's degree in English Language and Culture or a language-related field and a completed minor in translation that includes Dutch-English translation and English-Dutch translation; or
- a Bachelor's degree in a non-related field, a completed minor in translation that includes Dutch-English translation and English-Dutch translation, demonstrated affinity with language and translation, and proof of academic writing skills in English;

demonstrated by:

- For applicants with a Bachelor's degree in English Language and Culture or a language-related field who have not completed a minor in translation that includes Dutch-English translation and English-Dutch translation: a sufficient entry test, consisting of an English to Dutch translation, a Dutch to English translation, and a multiple choice test on Translation Studies and Culture Studies for Translators;
- For applicants with a Bachelor's degree in a non-related field and a completed minor in translation that includes Dutch-English translation and English-Dutch translation: a 1500-word essay on a

topic provided by the Board of Admissions, in which applicants demonstrate:
a. academic writing skills in English
b. knowledge of and understanding of the field of translation studies
c. the ability to answer a research question, provide a reasonable and reasonably well-organised argument that demonstrates a satisfactory understanding of the topic of the essay;
- For applicants with a Bachelor's degree in a non-related field without a completed translation minor:
    a. a sufficient entry test, consisting of an English to Dutch translation, a Dutch to English translation, and a multiple choice test on Translation Studies and Culture Studies for Translators; and
    b. affinity with language and translation, demonstrated by the Questionnaire Master Application;

For applicants with a Bachelor's degree from a university of applied sciences [HBO-bachelor] in English Language and Culture or a language-related field: a translation pre-master programme (40 to 60 EC).

The Board of Admissions will decide whether an applicant is eligible to take the entry test or is eligible for admission to the translation pre-master programme, respectively. The decision will be based on sufficient knowledge of Dutch and English (minimum level CEFR C1), proven affinity with language and translation, and a Bachelor's degree from a university or university of applied sciences [*HBO-bachelor*] in English Language and Culture or a language-related field.

Applicants who have a Bachelor's degree from a Dutch research university in English Language and Culture or a language-related field and who have completed the minor in Translation at Leiden University are considered to have fulfilled the additional requirements for the specialisation *Translation.*

For details regarding the entry test see https://www.universiteitleiden.nl/en/education/study-programmes/master/linguistics/translation-in-theory-and-practice-dutch-english/admission-and-application/admission-requirements#general-diploma-requirements,entry-test).

c. a Bachelor's degree and additionally having passed the 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, admit persons to the programme who do not meet the requirements as specified in 5.2.1, 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, without prejudice to the requirements in 5.2.4.

Admission process

Applicants as referred to in Article 5.2.1.b and Article 5.2.2 are requested to provide the Board of Admissions with:

- copies of diploma(s) and transcript(s);

- proof of language proficiency (if applicable, see 5.2.3);

- curriculum vitae (resume);

- a filled in 'Questionnaire Master Application' demonstrating that the candidate 1) has gained knowledge, understanding and skills in the field (of the specialisation) of the MA programme and 2) has acquired general academic skills as listed in Appendix B of the Faculty section of these regulations.

Additionally, for the **specialisation *Translation***

- Applicants with a Bachelor's degree in a non-related field, but having completed the minor Vertalen Engels-Nederlands are required to submit a 1500-word essay on a topic provided by the Board of Admissions, in which applicants demonstrate:

a. academic writing skills in English

b. knowledge of and understanding of the field of translation studies

c. the ability to answer a research question, provide a reasonable and reasonably well-organised argument that demonstrates a satisfactory understanding of the topic of the essay;

- Applicants with a Bachelor's degree in a non-related field and not having completed the minor Vertalen Engels-Nederlands are required to take an entry test consisting of an English to Dutch translation, a Dutch to English translation, and a multiple choice test on Translation Studies and Culture Studies for Translators. (for details see https://www.universiteitleiden.nl/en/education/study-programmes/master/linguistics/translation-in-theory-and-practice-dutch-english/admission-and-application/admission-requirements#general-diploma-requirements,entry-test)

The admission process may include an interview with the Board of Admissions, should this be necessary to clarify whether the applicant has the same level of knowledge, understanding and skills as holders of a degree specified in 5.2.1.a.

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

Article 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 (with English A);
- a diploma of secondary or higher education completed in Australia, Canada (with the exception of French-language programmes in Canada), Ireland, Malta, New Zealand, Singapore, the United Kingdom, the United States or South-Africa;
- a diploma of an English-taught university degree programme completed at a Dutch research university;
- a Dutch pre-university education (VWO) diploma.

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 the specialisations for this master's programme can be set. The following language requirements per specialisation apply:

Specialisations Linguistics and Modern Languages (English)

○ English IELTS 7.0/TOEFL (Internet based) 100/ C2 Proficiency (former CPE) or C1 Advanced (former CAE) 185.

Language requirements will apply for specific courses within the programme. The requirements per course are listed in the Prospectus (https://studiegids.leidenuniv.nl/en/studies/masters/m).

a. For courses on French linguistics taught in French: A good command of French (the minimum entry level is CEFR C1, as evidenced by an appropriate test (Dalf C1 with a C1 score for each of the subtests)

b. For courses on German linguistics taught in German: A good command of German (the minimum entry level is CEFR C1, as evidenced by an appropriate test (Goethe-Zertifikat C1)

c. For courses on Italian linguistics taught in Italian: A good command of Italian (the minimum entry levels are CEFR C1 (listening, reading) and CEFR B2 (speaking, writing), as evidenced by an appropriate test).

d. For courses on English linguistics taught in English: English IELTS 7.5/TOEFL (Internet based) 113/C2 Proficiency (former CPE) or C1 Advanced (former CAE) 185; a minimum score of IELTS 7.0 or TOEFL 25 is required for each of the four components.

Specialisation Translation:

o English (IELTS 7.5, TOEFL 113 (internet-based) or C1 Advanced (former CAE) 185; (a minimum score of IELTS 7.0 or TOEFL 25 is required for each of the four components). The requirement to provide an English language test result applies to all students who have completed a Bachelor's programme other than the Bachelor's programme referred to in article 5.2.1. This is at the discretion of the Board of Admissions.

o Dutch (Toelatingsexamen Universiteit Leiden – Gevorderd (language exam) at the Academic Language Centre of Leiden University). This requirement does not apply to students who have completed their secondary education in the Netherlands or Flanders.

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/en/education/admission-and-application/masters/admission-requirements#language-requirements.

Article 5.2.4 Qualitative admission requirements

5.2.4.1 Not applicable.

Article 5.2.5 Capacity limitation

5.2.5.1 Maximum capacity: not applicable.

Article 5.4 Pre-master's programmes

5.4.1 The programme has established the following pre-master's programmes (for the following target groups) in order to remedy deficiencies:

For students with an academic Bachelor's degree from a research university, equivalent to a Dutch WO Bachelor's degree, who do not meet the requirements as specified in article 5.2.1b, the Board of Admissions may impose between 40 and 60 EC of a pre-master's programme in order to remedy deficiencies.

Students holding a Bachelor's degree from a university of applied sciences [*HBO*] in one of the modern languages (lower secondary education certificate, *tweedegraads*) will be admitted to the MA Linguistics - specialisation Modern Languages after completing an individual bridging programme of 60 EC. This programme always includes a course in Academic Skills.

See: https://studiegids.universiteitleiden.nl/search?for=programmes&q=premaster for the specific premaster programmes for the different specialisations within the programme.

Pre-master's programmes/bridging programmes must be completed successfully within the prescribed period as specified in sub Article 5.2.1c.

5.5.2   Information regarding pre-master's programmes can be requested from the coordinator of studies of the relevant specialisation.

Chapter 7   Evaluation of the programme

Article 7.1   **Evaluation of the programme**

The programme is evaluated as follows:
- course evaluations
- programme evaluation

The Programme Committee advises the Programme Board based on the outcomes of the evaluation.