



# Honours Academy Course Regulations

Valid from 1 September 2022

Leiden University Honours Academy, September 2022



**Relating to the extracurricular Leiden University Honours programmes for talented and motivated students in the following programmes:**

- **Pre-University College including Pre-University Classes**
- **Honours College including Bachelor's Honours Classes**
- **Bachelor's Honours Programme in Sustainability (Leiden-Delft-Erasmus)**
- **Leiden Leadership Programme**
- **Master's Honours Classes**
- **Impact Challenges**



## Chapter 1: General Provisions

### Article 1.1 Scope of the Regulations

The Pre-University College, Honours College, Bachelor's Honours Programme in Sustainability (Leiden-Delft-Erasmus), Leiden Leadership Programme, Master's Honours Classes, and Impact Challenges honours programmes are extracurricular and do not constitute a course of study as understood in Article 7.3a of the Higher Education and Academic Research Act [*Wet op het hoger onderwijs en wetenschappelijk onderzoek*] (WHW); neither do they culminate in an academic degree as understood in the WHW. This means that the regulations that arise from the WHW, including Course and Examination Regulations [*Onderwijs- en Examenregeling*] (OER), do not apply to these programmes. The present regulations nevertheless regulate a number of aspects similarly to how those relating to regular courses are established in the WHW. It should also be mentioned in this context that students enrolled in the honours programmes can derive no rights from the WHW, nor are they bound to the regulations associated with the WHW or any obligations arising from it. Students who take part in the honours programmes can, however, derive rights from the present regulations.

These regulations apply to courses offered in the context of the Pre-University College (including Pre-University Classes), the Honours College (including Bachelor's Honours Classes), the Bachelor's Honours Programme in Sustainability (Leiden-Delft-Erasmus), the Leiden Leadership Programme, Master's Honours Classes, and Impact Challenges, hereafter referred to as: PRE, HC, HP Sustainability, LLP, MHC and IC, respectively, as well as to any faculty or supra-faculty programmes that may be developed in the future.

The Leiden University prospectus forms an appendix to these Course Regulations and describes in greater detail the curriculum of the various programmes and any additional rules.



## Article 1.2 Definitions

In these regulations, the following definitions apply:

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|----|-----------------------------|--|
| a. | Admissions Board            | These regulations distinguish five admissions boards: <ol style="list-style-type: none"><li>1. The admissions board of PRE</li><li>2. The faculty admissions boards in the context of HC</li><li>3. The LDE steering group for HP Sustainability</li><li>4. The admissions board for LLP, and</li><li>5. The admissions board for the Master's Honours Classes and Impact Challenges</li></ol> |
| b. | Advisory Boards             | Advisory boards of the Honours Academy for the honours programmes, as described in further detail in the Honours Academy Regulations.  |
| c. | Bachelor's Honours Classes  | Stand-alone modules worth 5 EC each which are offered by faculties and the Honours Academy within the framework of the Honours College. Admission to the Bachelor's Honours Classes is based on a selection procedure.   |
| d. | Block coordinator           | A Leiden University employee who is responsible, under the supervision of the Dean of the Honours Academy, for the content of the courses in a given PRE block.  |
| e. | Board of Examiners          | These regulations distinguish between three Boards of Examiners: (1) the Board of Examiners of the study programme in which the student is enrolled, (2) the Board of Examiners of the faculty offering the honours track/class/component and (3) the Board of Examiners of the Honours Academy.   |
| f. | Certificate / diploma       | The certificate/diploma awarded once all the conditions of the relevant honours programme have been met.   |
| g. | Course                      | A study unit as defined in Article 7.3 of the WHW. The study load of each course is expressed as whole credits (EC). Every course ends with an examination.  |
| h. | Course block                | A component of the PRE curriculum that is concluded with an examination.   |
| i. | Course coordinator          | The Honours Academy employee specifically responsible for the organisation of one or more Honours Programmes, coordination with lecturers, faculties, and partner organisations, and the supervision and guidance of participants.   |
| j. | Dean of the Honours Academy | The Dean of the Honours Academy, appointed by the Executive Board and, in accordance with the provisions in the General Regulations and the Honours Academy Regulations, responsible for the PRE, HC, HP Sustainability, LLP, Master's Honours Classes, and Impact Challenges.   |



- k. EC(TS) European Credit (Transfer System).
- l. Prospectus The prospectus containing specific information about the honours programmes.
- m. Examination An evaluation of the knowledge, understanding and skills of a student with respect to a particular course, and an assessment thereof (in accordance with Article 7.10 of the WHW) by at least one examiner appointed for this purpose by the Board of Examiners. An examination can consist of more than one component.
- n. Examiner Person appointed by the authorised Board of Examiners to conduct examinations.
- o. Honours Academy (HA) The academic partnership for honours programmes established in accordance with the General Regulations governing the Faculty Boards, the Board of Directors of the LUMC and the Executive Board of Leiden University and described in greater detail in the General Regulations and the Honours Academy Regulations.
- p. Honours Academy Regulations The administrative regulations of the Honours Academy, as established by the Executive Board and approved by the Faculty Boards and the Board of Directors of the LUMC.
- q. Honours College (HC) A two- or two-and-a-half-year extracurricular academic programme (consisting of faculty and supra-faculty components) for selected talented and motivated bachelor's students, which leads to a certificate provided at least 30 EC have been completed. The programme is listed on the student's diploma supplement. Admission to the HC is based on a faculty selection procedure.
- r. Honours Council An Honours Academy advisory body, as described in greater detail in the Honours Academy Regulations.
- s. Impact Challenge Stand-alone interdisciplinary, extracurricular course of 5 or 10 EC, offered by the Honours Academy, in collaboration with the faculties and/or external companies or social institutions, to talented and motivated bachelor's and/or master's students. Admission to an Impact Challenge is based on a selection procedure.
- t. Honours Programme in Sustainability Leiden-Delft-Erasmus (HP Sustainability) A one-year extracurricular programme offered by Leiden University, Delft University of Technology, and Erasmus University Rotterdam for selected talented and motivated second and third-year bachelor's students, leading to a certificate of 15 EC. The programme is listed on the student's diploma supplement. Admission is based on a selection procedure.
- u. HC Faculty Coordinator The contact person for the HC designated by the Faculty Board.



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| v.  | Leiden Leadership Programme (LLP)   | An extracurricular programme for selected talented and motivated master's students which leads to a certificate worth 15 EC. The programme is listed on the student's diploma supplement. Admission to the LLP is based on a selection procedure.   |
| w.  | Leiden University Register of Study Programmes [ <i>Leids universitair register opleidingen</i> ] | The register of programmes offered by Leiden University, maintained under the supervision of the Executive Board, in accordance with Article 7 of the Executive and Management Regulations [ <i>Bestuurs- en beheersreglement</i> ].  |
| x.  | Level   | The level of a course according to the abstract structure described in the framework document of the Leiden University Register of Study programmes.  |
| y.  | LLP Programme Director  | Leiden University lecturer responsible for the content of the LLP courses.  |
| z.  | Master's Honours Classes  | Master's Honours Classes are stand-alone modules worth 5 or 10 EC each which are offered by the Honours Academy in partnership with the faculties to talented and motivated master's students. Admission to the Master's Honours Classes is based on a selection procedure.   |
| aa. | PRE mentor  | The VWO teacher designated by a school to guide the PRE students enrolled at that school.   |
| bb. | Pre-University Classes  | Eight-week stand-alone modules for talented and motivated pupils in the fifth grade of preparatory secondary education (VWO) and higher, worth on average 1 EC. Admission is based on a selection procedure.  |
| cc. | Pre-University College  | Leiden University's specific programme for selected pupils in preparatory secondary education (VWO) who are able and willing to take on an additional challenge. The Pre-University College is organised in partnership between the Honours Academy, the Leiden University faculties and the LUMC, and selected schools. The Pre-University College (PRE College) consists of two tracks: 1) a two-year pre-university curriculum leading to a certificate of 15 EC, and 2) a one-year programme leading to a certificate of 8 EC that is primarily taught in The Hague. Admission to the Pre-University College is based on a selection procedure. |
| dd. | Programme   | A coherent set of courses as described in Article 7.3 of the WHW.   |



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|-----------------------------------|--|
| ee. Student                       | A person enrolled at Leiden University for the purpose of taking courses and/or sitting examinations and final examinations in a specific study programme, and who has also been admitted to the PRE, HC, HP Sustainability, LLP, or an Honours Class or Impact Challenge. |
| ff. Supra-faculty honours courses | Courses that are not part of either a faculty-specific honours track or of a faculty Honours Class.  |
| gg. WHW                           | The Higher Education and Academic Research Act [ <i>Wet op het hoger onderwijs en wetenschappelijk onderzoek</i> ] (WHW).  |

## Article 1.3 Codes of Conduct

The courses offered by the Honours Academy are subject to all Leiden University codes of conduct for employees and/or students, as well as to any additional faculty or other codes of conduct.

## Chapter 2: Description of the Programmes

### Article 2.1 The Programmes

The Pre-University College offers two tracks: 1) a two-year academic programme worth 15 EC for talented and motivated pupils in the fifth and sixth grade of partner preparatory secondary schools (VWO) that is primarily organised in Leiden, and 2) a one-year academic programme worth 8 EC for talented and motivated pupils in the fifth grade of partner preparatory secondary schools that is primarily organised in The Hague.

The Pre-University Classes are eight-week stand-alone modules for talented pupils in the fifth or sixth grade of preparatory secondary schools (VWO) anywhere in the Netherlands. In exceptional cases, pupils from the fourth grade of preparatory secondary education (VWO) can be granted admission.

The Honours College is an extracurricular academic programme worth at least 30 EC for Leiden University bachelor's students who are willing and able to take on a greater challenge.

The Bachelor's Honours Classes are extracurricular courses worth 5 EC. HC students follow at least one Bachelor's Honours Class as part of their HC track. Bachelor's Honours Classes are open to all talented and motivated third-year bachelor's students from Leiden University, Delft University of Technology, and Erasmus University Rotterdam.

The HP in Sustainability is a programme worth 15 EC offered by the Honours Academies of Leiden University, Delft University of Technology, and Erasmus University Rotterdam in collaboration with the LDE Center for Sustainability. Each university contributes one third of the student participants



and approximately one third of the lecturers.

The Leiden Leadership Programme is a one-year extracurricular academic programme worth 15 EC for talented and motivated master's students from Leiden University, Delft University of Technology, and Erasmus University Rotterdam.

Master's Honours Classes are stand-alone interdisciplinary, extracurricular course modules worth 5 or 10 EC, offered by the Honours Academy, in collaboration with the faculties, to talented and motivated Leiden University master's students.

Impact Challenges are stand-alone interdisciplinary extracurricular course modules worth 5 or 10 EC that are offered by the Honours Academy in partnership with the faculties and/or external commercial or social organisations to talented and motivated senior Leiden University bachelor's and/or master's students.

## **Article 2.2 Objectives of the programmes**

### **2.2.1 The Objectives of the PRE**

The Pre-University College Leiden offers a select group of talented pupils from the fifth and sixth grades of VWO a challenging curriculum to be taken in addition to the VWO curriculum and in which

- a. Knowledge, skills and understanding are acquired in a wide range of academic education and research,
- b. Academic training plays a central role,
- c. Participants are prepared for further study, particularly with a view to enrolment in a university bachelor's programme.

The Pre-University College The Hague offers a select group of pupils from the fifth grade of VWO a challenging curriculum to be taken in addition to the VWO curriculum in which:

- a. Knowledge, skills, and understanding are acquired in a broad field of academic education and research, with a focus on society, law, and identity,
- b. Academic training and personal development play a central role,
- c. Participants are prepared for further study, particularly with a view to enrolment in a university bachelor's programme.

A Pre-University Class offers a select group of talented pupils from the fifth or sixth grade of VWO a challenging module to be taken in addition to the VWO curriculum in which:

- a. Knowledge, skills and understanding are gained in a specific area of academic education and research,
- b. Participants are prepared for further study, particularly with a view to enrolment in a university bachelor's programme.

### **2.2.2 The Objectives of the HC**

The Honours College offers selected bachelor's students with the ambition and ability to take on more than the regular bachelor's programme a high-level coherent and challenging extracurricular programme, as described in more detail in Article 3.2 of these regulations.





The Honours College stimulates students to develop their innovative abilities to a higher degree than allowed in a regular bachelor's programme. To achieve this goal, the Honours College programmes focus on developing the following aspects:

- a. **Knowledge and understanding:** Students gain in-depth knowledge of the discipline of their regular bachelor's programme, while also coming into contact with knowledge and skills from one or more other disciplines, or they choose, alongside their regular bachelor's programme, to completely devote themselves to the study of one or more other disciplines.
- b. **Judgment and the ability to apply knowledge and understanding:** Students learn to formulate solutions to academic and social problems from a multi- or interdisciplinary perspective.
- c. **Skills:** Students learn to take part in academic and/or social debates involving various academic or societal perspectives. With an open mind, they learn to identify and critically assess various new and existing perspectives, and connect academia to society.
- d. **Academic attitude:** Students learn to take responsibility for their own personal development and learning process, and to be open to multi- and interdisciplinary collaboration.

The Bachelor's Honours Classes stimulate the students' innovative abilities by:

- a. Taking a multi- or interdisciplinary approach to complex academic or social issues, and/or
- b. Focusing on helping students develop skills such as multidisciplinary collaboration, personal effectiveness, innovation power and/or research skills, preferably linked to academic literature.

In this context, the Honours College aims to create a learning environment with much room for experimenting with educational format and content, also from a multi- or interdisciplinary perspective.

### **2.2.3 The Objectives of the Bachelor's Honours Programme in Sustainability**

The HP Sustainability aims to offer selected bachelor's students who are interested in sustainability issues and have the ambition, talent, and motivation to take on more than their regular bachelor's programme a coherent and challenging extracurricular programme as described in further detail in Article 3.3 of these regulations.

After completing this programme, students will:

- a. Have gained understanding of academic research in the field of sustainability at the three LDE universities,
- b. Have learned to work on a project basis in a multidisciplinary team,
- c. Have contributed to a social challenge in the field of sustainability by working on a problem faced by an external organisation.

### **2.2.4 The Objectives of the LLP**

The LLP offers a challenging programme to selected master's students. The programme is organised at supra-faculty level. Upon completion of the programme:

- a. Students will have acquired knowledge of leadership theories in various disciplines and current leadership issues, and they will be able to apply these to analyse current issues in their own discipline.
- b. Students will possess the skills required to be effective and create impact.



- c. Students will have developed a normative framework for weighing choices in leadership issues and will be able – based on this framework – to reflect on their own contribution within a professional and social context.

### **2.2.5 The Objectives of the Master's Honours Classes**

Master's Honours Classes are interdisciplinary, extracurricular course modules worth 5 or 10 EC at level 600, which are offered by the Honours Academy in collaboration with the faculties to talented and motivated master's students. Upon completion of a Master's Honours Class students will have:

- a. Learned to approach a complex academic and social issue from a variety of disciplines and angles,
- b. Gained knowledge of the latest developments in academic thinking relating to this problem in a variety of disciplines,
- c. Worked in a multidisciplinary team,
- d. Learned what knowledge, understanding and skills from other disciplines they need to apply in their own field in order to analyse and solve the issue in question,
- e. Made an individual contribution to analysing the issue and suggesting a direction for a solution.

### **2.2.6 The Objectives of Impact Challenges**

Impact Challenges are interdisciplinary, practice-oriented, extracurricular course modules worth 5 or 10 EC that are offered by the Honours Academy, in collaboration with the faculties and/or external partner organisations, to talented and motivated Leiden University bachelor's and master's students. Upon completion of an Impact Challenge, students will have:

- a. Learned to approach a complex social problem from a number of disciplines,
- b. Learned to work in a multidisciplinary team in a project-based manner,
- c. Learned what knowledge, understanding, and skills from other disciplines than their own they need in order to analyse and solve the problem,
- d. Made an independent contribution to analysing the problem and proposing a direction for solutions.

## **Article 2.3 Learning Outcomes of the Programmes**

**2.3.1** Upon completion of the Leiden Pre-University College, pupils will have achieved the following learning outcomes:

1. Knowledge and understanding of the objectives, nature, methods and organisation of various academic disciplines,
2. Knowledge and understanding of the position of academia in society,
3. Knowledge, understanding and skills in the basics of academic research,
4. Understanding and a certain amount of experience in communicating academic results to widely varying audiences,
5. The ability to critically approach academic knowledge and place this knowledge within the perspective of philosophy of science.

More details about the learning outcomes of each component of the PRE College programme can be found in the PRE College Course and Examinations Regulations [*Onderwijs- en Examenregeling*]



(OER). See <https://www.universiteitleiden.nl/pre-college/reglementen--voorzieningen/medezeggenschap--oer>.

**2.3.2** Upon completion of the The Hague Pre-University College, pupils will have achieved the following learning outcomes:

1. Knowledge and understanding of the objectives, nature, methods and organisation of various academic disciplines,
2. Ability to work with others to analyse and offer a concrete solution to a social problem
3. Knowledge and understanding of the basics of academic research,
4. Ability to link their own skills, interests, and identity to various academic research studies.

More details about the learning outcomes of each component of the PRE College programme can be found in the PRE College Course and Examinations Regulations [*Onderwijs- en Examenregeling*] (OER). See <https://www.universiteitleiden.nl/pre-college/reglementen--voorzieningen/medezeggenschap--oer>.

**2.3.3** Upon completion of a Pre-University Class, pupils will have achieved the following learning outcomes:

1. Knowledge and understanding of a specific academic discipline,
2. Knowledge, understanding, and skills in the basics of academic research.

The learning outcomes of each PRE Class are described in further detail at <https://www.universiteitleiden.nl/pre-classes/aanbod>.

**2.3.4** The objectives of the HC have been translated into specific learning outcomes for each track. These are described in the prospectus.

**2.3.5** The learning outcomes of each Bachelor's Honours Class are described in the prospectus.

**2.3.6** The learning outcomes of the HP Sustainability are described per programme component in the prospectus.

**2.3.7** The learning outcomes of the LLP programme components are described in the prospectus.

**2.3.8** The learning outcomes of each Master's Honours Class are described in the prospectus.

**2.3.9** The learning outcomes of each Impact Challenge are described in the prospectus.

## Article 2.4 Start of the Programmes

**2.4.1** Both tracks of the PRE College begin on 1 October of each calendar year.

**2.4.2** PRE Classes begin on 1 January of each calendar year and last for a maximum of three months.

**2.4.3** The orientation programme of the HC begins on 1 February of each calendar year. Once admission is final, as defined in Article 5.3.2 or 5.3.3, respectively, the student is allowed to follow the programme.



**2.4.4** Bachelor's Honours Classes are organised between October and August of each academic year.

**2.4.5** The HP Sustainability begins in November of each calendar year.

**2.4.6** The LLP begins in November of each calendar year.

**2.4.7** Master's Honours Classes are organised between November and June of each academic year.

**2.4.8** Impact Challenges are organised between November and June of each academic year.

## Article 2.5 Completion of the Programmes

### 2.5.1

- a) Students who successfully complete all components of the Leiden PRE College on or before 31 August of the sixth year of VWO or the The Hague PRE College on 31 August of the fifth year of VWO, are awarded a PRE diploma in accordance with Chapter 6 of these regulations.
- b) Students who successfully complete a PRE Class are awarded a certificate in accordance with Chapter 6 of these regulations.

### 2.5.2

- a) Students who, no later than 31 August of their third year of study, (1) meet all requirements for a bachelor's degree with a weighted average grade of at least 7.0 for all completed bachelor's courses and (2) successfully complete all HC components as referred to in Article 3.2.2 (faculty track) or all components approved by the faculty HC Board of Examiners as referred to in Article 3.2.3 (individual track) to a value of at least 30 EC, are awarded an HC certificate in accordance with Chapter 6 of these regulations.
- b) Students who successfully complete a double degree as referred to in Article 3.24 of these regulations with two diplomas, each with a weighted average grade of at least 7.0 for all completed bachelor's courses, and who also follow at least one interdisciplinary Bachelor's Honours Class and meet the study progress requirement are awarded an HC certificate as described in Chapter 6 of these regulations. The study progress requirements for the Double Bachelor's Plus programme are as follows:
  - 210-239 EC completed within 3 years
  - 240-269 EC completed within 3.5 years
  - 270-299 EC completed within 4 years
  - 300-329 EC completed within 4.5 years
  - ≥330 EC completed within 5 years
3. Students who successfully complete a Bachelor's Honours Class, not as part of the HC programme, on or before 31 August of the academic year in which they began the class are awarded a certificate in accordance with Chapter 6 of these regulations.

**2.5.3** Students who successfully complete all components of the HP Sustainability on or before 31 August of the academic year in which they began the programme are awarded a certificate in accordance with Chapter 6 of these regulations.

**2.5.4** Students who successfully complete all components of the LLP on or before 31 August of the



academic year in which they began the LLP are awarded an LLP certificate in accordance with Chapter 6 of these regulations.

**2.5.5** Students who successfully complete all components of a Master's Honours Class on or before 31 August of the academic year in which they began the class are awarded a certificate in accordance with Chapter 6 of these regulations.

**2.5.6** Students who successfully complete all components of an Impact Challenge on or before 31 August of the academic year in which they began the Impact Challenge are awarded a certificate in accordance with Chapter 6 of these regulations.

## **Article 2.6 Quality**

**2.6.1** The honours programmes meet the quality standards for teaching set out in the framework document of the Leiden University Register of Study Programmes.

**2.6.2** In accordance with Article 3, first paragraph, of the General Regulations, all teaching, as regards implementation of the faculty components of the honours programmes, its organisation and its quality, falls to the faculties under the responsibility of the Faculty Board.

Each faculty appoints a Board of Examiners (faculty HC Board of Examiners) responsible for the quality of assessment and its final level as regards the course components pertaining to HC in accordance with Article 3.2 of these regulations.

**2.6.3** In accordance with Article 3, second paragraph, of the General Regulations, teaching, as regards the implementation of the supra-faculty components of the honours programmes, is provided and organised by the Honours Academy under the responsibility of the Dean of the Honours Academy, in consultation with the Faculty Boards and the Dean of the LUMC Board of Directors.

On the grounds of Article 15 of the Honours Academy Regulations, the Dean is responsible for ensuring that the frameworks and protocols established by the Executive Board with regard to the design and implementation of teaching quality assurance are implemented within the Honours Academy. In accordance with Article 10 of the HA regulations, the Dean appoints the members of the Honours Academy Board of Examiners.

## **Chapter 3: Curriculum**

### **Article 3.1 PRE Curriculum**

#### **3.1.1 Pre-University College**

- 3.1.1.1 The programmes consist of courses with a minimum total study load of 15 or 8 EC.
- 3.1.1.2 The study load, level, content and teaching format of all curriculum courses of the programmes are described in greater detail in the Pre-University College Course and Examination Regulations and at



<https://www.universiteitleiden.nl/pre-college/pre-leiden/programma>  
<https://www.universiteitleiden.nl/pre-college/pre-den-haag/programma>

### 3.1.2 Pre-University Classes

- 3.1.2.1 A Pre-University Class consists of courses comparable to a study load of 1 EC.  
 3.1.2.2 The study load, level, content and teaching format of all curriculum courses are described in greater detail at <https://www.universiteitleiden.nl/pre-classes/aanbod>.

### Article 3.2 HC Curriculum

**3.2.1** The curriculum has a minimum total study load of 30 EC and may consist of a faculty track as described in Article 3.2.2, or a faculty track complemented with elective courses chosen by the students themselves as described in Article 3.2.3 (individual HC track), or a double bachelor's degree as described in greater detail in Article 3.2.4 (Double Bachelor's Plus).

### 3.2.2 Faculty track

- a) The Faculty Board sets out the faculty track and associated rules in the prospectus. The faculty track consists of various courses and research components (including elective components) that are described in the prospectus.
- b) The following conditions apply to faculty tracks:
  - A faculty track must conform to Leiden University's vision for honours education and the profile of an honours student.
  - A faculty track must encompass at least 30 EC, of which at least 20 EC of courses and/or research activities.
  - A faculty track must include one or more introductory courses in the first year of the bachelor's programme.
  - A faculty track must include the obligation to take an interdisciplinary Bachelor's Honours Class worth 5 EC from the Bachelor's Honours Classes set out and published annually by the Honours Academy or an interdisciplinary course worth a minimum of 5 EC from the second or third-year courses offered by the Leiden University College (LUC).
  - A faculty track must include at least 5 EC of elective courses among the remaining 25 EC.
  - A faculty track must involve an achievement level that exceeds that of the regular bachelor's level.
  - A faculty track may contain courses from a regular study programme, as long as the course in question represents an additional level of difficulty within the confines of the bachelor's degree, as described in greater details in the regulations set out by the Faculty Board and mentioned under (a).
  - A faculty track must be broad in scope (multi- or interdisciplinary) and/or in depth (disciplinary).
  - A faculty track must stimulate students to expand their horizons, both in an international and a social context.
  - A faculty track should involve small-scale teaching, or at least recognise the teacher-student relationship as the guiding principle in teaching.
  - A faculty track must assign one or more talent coaches to provide students with individual guidance.
- c) The prospectus specifies the study load, level, content and teaching format of each course in the faculty track.



### 3.2.3 Individual track

- a) The HC Curriculum may consist of a faculty track in combination with courses chosen by the students themselves (individual track). The faculty HC Board of Examiners may, at the student's request, exempt a student from the courses and research components mentioned in Article 3.2.2 (a). This allows the student to expand his or her choice of electives by substituting one or more of these courses for other courses and activities. The conditions set out in Article 3.2.2 apply regardless.
- b) Within the scope of the further regulations set out by the Faculty Board and described in Article 3.2.2 (a), the faculty HC Board of Examiners sets out the manner in which the courses included in the track may be substituted and the conditions under which substitute courses and activities such as traineeships, a stay abroad, etc., are recognised as components of an individual track for which the institution awards EC. The following courses are automatically accepted as substitutes: courses from other faculty tracks, Bachelor's Honours Classes from the selection set out and published by the Honours Academy, LUC classes and courses from regular study programmes, provided the latter already include or are modified to include an additional challenge either individually or as a whole. This additional challenge must be specified and motivated in the HC study plan referred to under (c).
- c) The faculty HC Board of Examiners will only award an exemption once the student has submitted a substantiated study plan (HC study plan) in consultation with the faculty coordinator. The HC study plan should in any case include (1) a description of the personal learning pathway guaranteed by the individual track and (2) a rationale for why the suggested individual track should be recognised as a curriculum culminating in an Honours College certificate. The HC study plan requires the substantiated approval of the faculty HC Board of Examiners.
- d) The faculty HC Board of Examiners withholds approval of the HC study plan if the components suggested by the student do not encompass the minimum 30 EC, if the plan includes less than 20 EC worth of teaching or research activities, if the HC study plan is not in line with Leiden University's vision on honours education and the profile of an honours student, or if the study plan fails to include an interdisciplinary Bachelor's Honours Class worth 5 EC from the selection of Honours Classes set out and published annually by the Honours Academy.

### 3.2.4 Double Bachelor's Plus

- a) The HC curriculum may consist of a combination of two bachelor's programmes, provided
  - The student taking both bachelor's programmes meets Leiden University's profile of an honours student, and
  - Both bachelor's programmes are taken at a Dutch university, of which at least one is Leiden University, and
  - The period between the start of the two bachelor's programmes does not exceed one year, and
  - The student takes at least one interdisciplinary Honours Class (worth 5 EC) from the Honours Classes selection set out and published annually by the Honours Academy.

### 3.2.5 Bachelor's Honours Classes



- 3.2.5.1 The programme consists of compulsory courses with a total study load of 5 EC.
- 3.2.5.2 For each Bachelor's Honours Class, the study load, level, content and teaching format of all curriculum courses are described in greater detail in the prospectus.

### **Article 3.3 Bachelor Honours Programme in Sustainability Curriculum**

**3.3.1** The programme consists of compulsory courses with a total study load of 15 EC.

**3.3.2** The study load, level, content and teaching format of all curriculum courses are described in greater detail in the prospectus.

### **Article 3.4 LLP Curriculum**

**3.4.1** The programme consists of compulsory courses with a total study load of 15 EC.

**3.4.2** The study load, level, content and teaching format of all curriculum courses are described in greater detail in the prospectus.

### **Article 3.5 Master's Honours Classes Curriculum**

**3.5.1** The programme consists of compulsory courses with a total study load of 5 or 10 EC.

**3.5.2** For each Master's Honours Class, the study load, level, content and teaching format of all curriculum courses are described in greater detail in the prospectus.

### **Article 3.6 Impact Challenges Curriculum**

**3.6.1** The programme consists of compulsory courses with a total study load of 5 or 10 EC.

**3.6.2** For each Impact Challenge, the study load, level, content, and teaching format of all curriculum courses are described in greater detail in the prospectus, including a specification of whether the Impact Challenge in question is only open to master's students, or also to bachelor's students.

## **Chapter 4: Examinations**

### **Article 4.1 Scope of Chapter 4**

Chapter 4 applies to all courses offered by the office of the Honours Academy: namely, the Leiden and The Hague variant of the Pre-University College, the faculty and supra-faculty Bachelor's Honours Classes, the HP Sustainability, the LLP, the Master's Honours Classes, and the Impact Challenges. The courses taught in the context of the HC or the PRE Classes that are offered by a faculty or a faculty study programme fall under the responsibility of the Board of Examiners appointed by the relevant Faculty Board.

### **Article 4.2 Form of Examination**

Honours education allows for various forms or combinations of examinations, including a written





examination, an oral presentation, a written report, an academic article, a product, an advisory report, or a reflection report. Other, more experimental examination forms are also possible, such as an artistic project, a vlog, a blog, or a computer programme. The examiner decides on the most suitable examination form for the relevant course.

## **Article 4.3 Examination Opportunities**

**4.3.1** Examinations are held once or twice per academic year for each course offered in that year.

**4.3.2** Students are obliged to take part in the first examination opportunity following the end of a course, unless the Board of Examiners decides otherwise at the student's request.

**4.3.3** Admission to the second examination opportunity may be subject to conditions.

**4.3.4** In exceptional cases, the Board of Examiners may allow an additional resit at the student's request.

**4.3.5** If an examination is completed successfully, the student's right to a resit lapses. If the student resits an examination without permission from the Board of Examiners, no grade will be awarded. The result of the first examination will stand.

## **Article 4.4 Responsibility of the Honours Academy Board of Examiners and the Faculty Honours Board of Examiners**

**4.4.1** The HA Board of Examiners sets out rules governing the implementation of its duties and authorities and the measures it is authorised to take in this context. The HA Board of Examiners draws up regulations and guidelines to this end.

**4.4.2** The Examination Appeals Board [*College van Beroep voor de Examens*] (CBE) processes students' appeals against decisions of the Board of Examiners as set out in Article 4a of the Procedural Regulations [*Reglement van Orde*]. These appeals are open to decisions – where relevant – in accordance with Article 7.61 of the WHW.

## **Article 4.5 Assessment**

**4.5.1** Immediately after an oral examination, the examiner formulates an assessment and hands the student a written notification of the outcome.

**4.5.2** The examiner marks any written examination or test within fifteen working days following the date of the examination or test, and provides the Honours Academy administration with the information necessary to inform students in writing or by e-mail of the examination results.

**4.5.3** If the examiner is unable to comply with the period of fifteen working days referred to in 4.5.2, students are notified of this fact within this period. Students are also informed of the procedure to follow in such cases.

**4.5.4** The result of the examination is expressed as a whole number or a fraction with one decimal



between 1.0 and 10.0, including both limits. The result is not expressed as a number between 5.0 and 6.0.

**4.5.5** An examination is considered to be a pass if it is awarded a grade of 6.0 or higher.

**4.5.6** Successful completion of a practical may qualify as a successfully completed examination in accordance with Articles 4.5.4 and 4.5.5 of these regulations.

**4.5.7** The written or electronic notification of the examination results informs students of their right to inspect their marked examination papers as referred to in Article 4.6 of these regulation.

#### **Article 4.6 Period of Validity of Results**

**4.6.1** Examination results are valid within the designated academic year or years in which the relevant honours programme is offered. Partial examinations are only valid within the academic year in which the relevant course started.

**4.6.2** Successfully completed examinations are valid for the duration of the student's enrolment period in their regular bachelor's or master's programmes, up to a maximum of one year beyond the designated duration of the study programme.

**4.6.3** The relevant Board of Examiners may, at the student's request and in consultation with the relevant examiner, extend the period of validity of successfully completed examinations, as specified in the Rules and Guidelines of the HA Board of Examiners, Article 2.2.2.i and Article 2.3.1.f, for a period of one year, if personal circumstances dictate it, and the learning outcomes of the relevant course have not changed significantly in the meantime.

#### **Article 4.7 Right to Inspect and Evaluation**

**4.7.1** Students have the right to inspect their marked examination paper for a period of thirty days following publication of the results of a written examination.

**4.7.2** During the period referred to in Article 4.7.1, the examination questions and assignments may also be inspected as well as – where possible – the assessment criteria.

**4.7.3** At the student's request, an evaluation may take place. Students are informed of this option when they receive their examination results.

**4.7.4** The examiner is authorised to decide whether an examination is reviewed collectively or individually.

**4.7.5** The examiner determines where and when the review takes place.

## **Chapter 5: Admission to the Programme**

### **Article 5.1 Proof of Admission**



- 5.1.1** A student who is granted admission to the PRE, HC, HP Sustainability, LLP, an Honours Class, or an Impact Challenge has access to the courses and examinations of the programme in question.
- 5.1.2** The admission decision is issued as proof of admission by the Admissions Board of the relevant programme if the student meets the admission criteria.
- 5.1.3** If a student does not meet the admission criteria, the student may nevertheless be admitted subject to conditions.
- 5.1.4** No appeal or objection may be filed against an admission decision.
- 5.1.5** Admission can be withdrawn if the student fails to make sufficient progress in the relevant programme or if there is another serious reason for doing so.

## Article 5.2 PRE Admission

### 5.2.1 Admission to the Pre-University College

- 5.2.1.1** Only pupils from the fifth year of VWO who are selected by the selection committee are admitted to the programme. The pupils must fit the following profile:
  - Good or excellent results in the transition report from the fourth to the fifth year of VWO,
  - Motivated to follow a more challenging programme alongside their VWO programme,
  - A broad interest in academia, and
  - Enrolled at one of the schools taking part in the PRE
- 5.2.1.2** As a rule, the first academic year of the Leiden PRE is intended for pupils in the fifth year of VWO and the second academic year of this programme for pupils in the sixth year of VWO. The The Hague PRE programme is intended for pupils in the fifth year of VWO.
- 5.2.1.3** Pupils are only admitted following the selection procedure described at <https://www.universiteitleiden.nl/pre-college/pre-leiden/aanmelding-selectie> <https://www.universiteitleiden.nl/pre-college/pre-den-haag/aanmelding-selectie>

### 5.2.2 Admission to a Pre-University Class

- 5.2.2.1** As a rule, only pupils in the fifth and sixth year of VWO who are selected by the selection committee are admitted to the programme. The pupils must fit the following profile:
  - Good or excellent results in the transition report from the fourth to the fifth or from the fifth to the sixth year of VWO,
  - Motivated to follow a more challenging programme alongside their VWO studies,
  - Interested in specific academic disciplines.
- 5.2.2.2** Pupils are only admitted following the selection procedure described at <https://www.universiteitleiden.nl/pre-classes/aanmelding--selectie>



## Article 5.3 HC Admission

### 5.3.1 Provisional Admission to the HC

- a) Each Faculty Board that offers a faculty track sets out an admission procedure for the HC Curriculum and appoints the members of the Admissions Board.
- b) According to the faculty admissions procedure (see <https://www.student.universiteitleiden.nl/studie-en-studeren/honoursonderwijs/honours-college/aanmelden>) a student is granted provisional admission to the HC if the faculty Admissions Board is of the opinion that the student meets the following admission requirements:
  - a. The student is officially enrolled as a bachelor's student at Leiden University,
  - b. The student was granted admission to the first year of a bachelor's programme of one of the University's faculties,
  - c. The student is motivated and ambitious and willing to take on an additional challenge and make the necessary effort and commitment,
  - d. The student has good academic results,
  - e. The student has made satisfactory progress in his/her own studies,
  - f. The student has the potential to complete the HC within the designated period.

### 5.3.2 Definitive Admission

- a) At the start of their second bachelor's year, students may be granted definitive admission to the HC if they:
  - completed the first year of the bachelor's programme [*propedeuse*] within one year
  - meet the admission criteria referred to in 5.3.1 in the opinion of the faculty Admissions Board,
  - successfully completed the faculty orientation programme.
- b) Students receive proof of definitive admission in accordance with Article 5.1 of these regulations.

### 5.3.3 Alternative Route to Definitive Admission

If the faculty Admissions Board is of the opinion that a student is particularly suitable to be admitted to the HC, it may grant the student definitive admission to the HC no later than at the end of the second bachelor's year and in deviation of one or more of the criteria listed in Article 5.3.2(a). The proof of admission referred to in Article 5.1 of these regulations contains the rationale for this deviation from the rules and is sent to the Dean of the Honours Academy for his/her information at the earliest opportunity.

### 5.3.4 Withdrawal of Admission

In principle, the definitive admission is valid for the entire track of minimum 30 EC, but it is subject to the student's academic performance. Admission may be withdrawn in the event of insufficient academic progress in the regular programme or the Honours track, or if there are other significant reasons for withdrawing admission. The grades awarded for track courses may also constitute grounds for withdrawal.

The HC coordinator checks at least once a year whether the HC students enrolled in his/her track meet



the admissions criteria.

### **5.3.5 Bachelor's Honours Classes Admission**

5.3.5.1 The coordinator of the relevant Bachelor's Honours Class advises the Dean concerning admission.

5.3.5.2 Students are admitted to a Bachelor's Honours Class if they meet the following admission criteria:

- a. The student is officially enrolled as a bachelor's student at Leiden University, Delft University of Technology, or Erasmus University Rotterdam for the entire period in which they take part in the Bachelor's Honours Class,
- b. The student is motivated and ambitious, and willing to take on an additional challenge and make the necessary effort,
- c. The student has good academic results, and
- d. The student has the potential to complete the Bachelor's Honours Class within the designated period.

5.3.5.3 Bachelor's Honours Classes have a limited number of available places. If the number of suitable candidates exceeds the number of available places, the Dean will decide which candidates are granted admission.

5.3.5.4 The selection procedure is described at <https://www.universiteitleiden.nl/honours-academy/honours-college/onderwijs/honours-classes>

### **Article 5.4 LLP Admission**

**5.4.1** The LLP Admissions Board consists of the LLP course coordinator and the HA Director of Education. The Admissions Board advises the Dean on the admission of candidates. The Dean is responsible for the definitive admission.

**5.4.2** Students are admitted to the LLP if the Admissions Board considers that they meet the following criteria:

- a. A valid enrolment as a master's student at Leiden University, Delft University of Technology, or Erasmus University Rotterdam throughout the period during which the student takes part in the LLP programme,
- b. Motivated, ambitious and willing to take on an additional challenge and to make the effort required,
- c. Good academic results, and
- d. The potential to complete the LLP within the designated period.

**5.4.3** The LLP has a limited number of available places. If the number of suitable candidates exceeds the number of available places, the Dean decides which candidates are admitted to the programme – having first consulted the Admissions Boards.

**5.4.4** The selection procedure is described at <https://www.universiteitleiden.nl/honours-academy/leiden-leadership-programme/aanmelding-en-selectie>.

### **5.4.5 Withdrawal of Admission**

Admission can be withdrawn if the student fails to make sufficient progress in the LLP programme or if there is another serious reason for doing so.



### **Article 5.5 Honours Programme in Sustainability Admission**

**5.5.1** The Admissions Board of the HP Sustainability consists of three members: one from Leiden University, one from Delft University of Technology, and one from Erasmus University Rotterdam. These members are involved in the Honours education within their own university. The Board advises the Deans of the three partner universities concerning the admission of candidates. The Deans decide on the definitive admission of students from their own university.

**5.5.2** Students are admitted to HP Sustainability if the Admissions Board is of the opinion that they meet the following admissions criteria:

- a. A valid enrolment as a second or third-year bachelor's student at Leiden University, Delft University of Technology, or Erasmus University Rotterdam for the entire duration of the student's participation in the programme,
- b. The student has completed the first year of their bachelor's programme within one year,
- c. If the student is a third-year bachelor's student, he or she has completed at least 45 EC of the second year of their bachelor's programme,
- d. The student has an average grade of at least 7.5,
- e. The student is motivated to complete the programme and has an affinity with sustainability,
- f. The student has the potential to complete the programme within the designated period.

For students from Delft University of Technology, the only admission criterion is that they must be admitted to the Honours Programme Bachelor (HPB) of their university. For the rest, they are only assessed on their motivation to complete the HP Sustainability programme and their affinity with sustainability.

**5.5.3** The HP Sustainability has a limited number of available places. If the number of suitable candidates exceeds the number of available places, the Deans of the LDE Honours Academies decide which candidates are admitted to the programme – having first consulted the Admissions Board.

5.5.4 The selection procedure is described at <https://www.universiteitleiden.nl/en/honours-academy/bachelor-honours-programme-sustainability/application-and-selection>

### **5.5.5 Withdrawal of Admission**

Admission can be withdrawn if the student fails to make sufficient progress in the programme or if there is another, serious reason for doing so.

### **Article 5.6 Master's Honours Classes Admission**

**5.6.1** The coordinator of the relevant Master's Honours Class advises the Dean concerning admission.

**5.6.2** Students are admitted to a Master's Honours Class if they meet the following admission criteria:

- a) A valid enrolment as master's student at Leiden University for the entire duration of their



- participation in the Master's Honours Class,
- b) The student is motivated and ambitious, and willing to take on an additional challenge and make the effort required,
  - c) Good academic results, and
  - d) The potential to complete the Master's Honours Class within the designated period.

**5.6.3** Master's Honours Classes have a limited number of available places. If the number of suitable candidates exceeds the number of available places, the Dean decides which candidates are admitted to the programme.

**5.6.4** The selection procedure is described at <https://www.universiteitleiden.nl/honours-academy/master-honours-classes/aanmelding-en-selectie>

## **Article 5.7 Impact Challenges Admission**

**5.7.1** The coordinator of the relevant Impact Challenge advises the Dean on the admission of candidates.

**5.7.2** Students are admitted to an Impact Challenge if they meet the following admission criteria:

- a) A valid enrolment as a master's student at Leiden University for the entire duration of their participation in the Impact Challenge,
- b) The student is motivated and ambitious, and willing to take on an additional challenge and make the effort required,
- c) Good academic results, and
- d) The potential to complete the Impact Challenge within the designated period

**5.7.3** Impact Challenges have a limited number of available places. If the number of suitable candidates exceeds the number of available places, the Dean decides which candidates are admitted to the programme.

**5.7.4** The selection procedure is described at <https://www.universiteitleiden.nl/en/honours-academy/impact-challenges/application-and-admission>

## **Chapter 6 Diploma / Certificate**

### **Article 6.1**

**6.1.1** The HA Board of Examiners issues a certificate when it becomes apparent that the requirements set out in Article 2.5 of these regulations have been met. PRE College students are given a diploma. This diploma is written in English and in Latin.

### **Article 6.2**

In accordance with its own guidelines, the HA Board of Examiners may at the student's request, grant an extension of the requirements set out in Article 2.5. The Board of Examiners may in this context seek the advice of the faculty honours coordinator, or the Board of Examiners of the study programme in which the student is enrolled and of the programme that offers the relevant courses.



### **Article 6.3**

The HA Board of Examiners may instigate its own examination-related investigation into the knowledge, understanding and skills of the candidate and assess the results of this investigation.

### **Article 6.4**

The certificate is awarded only once all university procedural requirements (including the obligation to pay tuition fees) for the award of a certificate have been met.

### **Article 6.5**

Only one certificate is awarded for each programme. The certificate states that the programme was offered by Leiden University. For the HP Sustainability, the certificate states that the programme is offered by Leiden University, Delft University of Technology, and Erasmus University Rotterdam.

### **Article 6.6**

The results of individual courses with accompanying grades can be listed on the diploma supplement.

## **Chapter 7: Student Supervision and Study Advice**

### **Article 7.1 Professional Sports**

In exceptional circumstances, students who play sports at a professional level, or who develop their talents in another very intensive way, are offered the opportunity, as far as reasonably possible, to adjust their honours programme to these extracurricular activities, in consultation with the HA and/or the faculty. The HA follows the guidelines set out by the Executive Board regarding professional sports.

### **Article 7.2 Long-term Disability**

Students with a disability or chronic illness are offered the opportunity to as much as possible adjust their study programme to the limitations resulting from their disability. These adjustments are tailored as much as possible to the individual functional disability of the student in question, but may not affect the quality or level of difficulty of a course or examination programme. If necessary, before reaching a decision, the HA Board of Examiners seeks expert advice, as referred to in the Protocol for Studying with a Disability [*Protocol studeren met een functiebeperking*].





## Chapter 8: Final Provisions

### Article 8.1 Modifications

Modifications to these regulations are established by the board of the Honours Academy.

### Article 8.2 Publication

The Dean of the Honours Academy is responsible for publishing these regulations and its appendices and the rules and guidelines set out by the HA Board of Examiners, as well as any modifications to these documents via the university website (concerning the HA).

### Article 8.3 Hardship Clause

In accordance with its own guidelines, the HA Board of Examiners may, in exceptional circumstances and at the student's request, grant the student dispensation from one or more of the requirements listed in these regulations.

### Article 8.4 Entry into force

These regulations enter into force on 1 September 2022.