



Universiteit Leiden

Course and Examination Regulations

Master of Laws programme 2019-2020

specialisations among others: **European Law**

Public International Law

Valid from 1 September 2019

English translation of the Dutch (binding) 'Onderwijs- en examenregeling master Rechtsgeleerdheid'

These course and examination regulations [*Onderwijs- en examenregeling (OER)*] have been drawn up in accordance with the Dutch Higher Education and Research Act (henceforth the Act) [*Wet op het hoger onderwijs en wetenschappelijk onderzoek (WHW)*] and the following Leiden University regulations:

- the Leiden Register of Study Programmes Framework Document [*het Kaderdocument Leidse Register Opleidingen*];
- the Academic Calendar [*de universitaire jaarindeling*];
- the Regulations for Student Registration, Tuition Fees and Examination Fees [*regeling inschrijving*], and;
- the Regulations for Admission to Master's Programmes [*regeling toelating masteropleidingen*].

Pursuant to section 7.14 of the Act the faculty board regularly evaluates the course and examination regulations and assesses, for the purpose of monitoring and, as required or if necessary, adjustment of the study load, the amount of time required for students to adequately manage this study load. In conformity with section 9.18 of the Act, the departmental committee [*Opleidingscommissie*] is assigned the task of assessing the manner in which the course and examination regulations are being implemented.

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Chapter 1 – General provisions

Article 1.1 Scope of the regulations

These regulations apply to the courses and examinations of the so-called ‘regular’ Master of Laws programme, hereinafter referred to as ‘the programme’.

The programme is instituted in the Faculty of Law (hereinafter referred to as: the faculty) of Leiden University, known internationally as the Leiden Law School. The programme is taught in Leiden and sometimes in The Hague.

Article 1.2 Definitions

In these regulations the following definitions apply:

[NB: The first letter is the English version. The second letter between brackets concerns the Dutch version]

- a. [r] Board of Admissions: The board established by the Faculty Board whose duty it is to determine which applicants may be admitted to this master's programme by applying the entry requirements pursuant to section 7.30b, first, second and third paragraph, of the Act and the University Regulations for Admission to Master's Programmes;¹
- b. [e] Board of Examiners: The board of examiners of the programme, established and appointed by the Faculty Board in accordance with section 7.12a of the Act;
- c. [k] Course component: A course component (study unit) of the programme as defined in section 7.3 of the Act. The study load of each (course) component is expressed in whole credits. Every course component involves an examination;
- d. [p] Credit: The unit in EC expressing the study load of a course component pursuant to the Act. In the ECTS system one credit is equivalent to 28 hours of studying;
- e. [b] ECTS: The European Credit Transfer and Accumulation System;
- f. [c] e-Prospectus [e-Studiegids]: The electronic prospectus containing specific and binding information about (the contents of) the programme. The e-Prospectus is included as an attachment to these regulations;²
- g. [q] Examination [tentamen³]: An inspection of the knowledge, understanding and skills of the student with respect to a particular component, and an assessment thereof (in accordance with Article 7.10 of the Act). An examination may consist of several constituent examinations. The inspection is conducted according to the method determined by the Board of the Examiners to assure the quality of examination and final examinations.⁴
- h. [f] Examiner: The person appointed by the Board of Examiners to conduct examinations, in accordance with section 7.12c of the Act;
- i. [d] Final examination: The aggregate of examinations [tentamens] linked to all course

¹ The Board of Admissions acts under the responsibility of and on behalf of the Faculty Board, cf. art. (5.0-)5.2.

² The e-Prospectus can be found at the following website: <http://www.studiegids.leidenuniv.nl/en/>.

³ The Dutch term ‘examen’ refers to a review of the student’s academic achievements to decide whether or not (s)he has completed all requirements for graduation. The Dutch term used for a test of the student’s knowledge or skills is ‘tentamen’.

⁴ Please refer to the document ‘Examination Rules and Regulations for the master’s degree programmes Leiden Law School’, see appendix under 7.

- [*examen*⁴]: components of the programme, including, when the Board of Examiners has so decided, an additional examination assessed by the board, in accordance with section 7.10, second paragraph, of the Act;
- j. [h] Leiden University Register of Study Programmes [*Leids universitair register opleidingen*] Register⁵ of all programmes offered by Leiden University, kept under supervision of the university's Executive Board, referred to in section 7 of the university's (Executive and) Management Regulations;
- k. [i] Level: The level of a course component according to the abstract structure as defined in the framework document of the Leiden University Register of Study Programmes;
- l. [n] Practical assignment: Course assignment which constitutes (part of) an examination [*'tentamen'*] as defined in section 7.13 paragraph 2, letter d of the Act, in one of the following forms of assessment:
- The writing of a master's thesis
 - The writing of a paper or a project
 - The carrying out of a research assignment
 - The participation in an excursion
 - The completion of a traineeship, or
 - The participation in another educational activity aimed at acquiring particular skills
- m. [l] Programme: The programme to which these Course and Examination Regulations relate: A coherent set of (course) components, aimed at the realisation of well-defined goals in the area of knowledge, understanding and skills that a graduate of the programme must have acquired. A programme ends with a final examination.
- n. [a] Reader, first/second: the first or second examiner to read and assess the thesis. The first reader is also the supervisor;
- o. [o] Student: A person registered with Leiden University for the purpose of following courses, and/or the sitting of examinations and the final examination of the programme;
- p. [t] The Act: The (Dutch) Higher Education and Research Act [*Wet op het hoger onderwijs en wetenschappelijk onderzoek*] (WHW);
- q. [v] Thesis: Final exercise in one of the assessment forms as indicated under l [practical assignment], constituting a course component;
- r. [s] Working day: Monday to Friday, excluding public holidays and the compulsory closure days specified by the Executive Board (days that the faculty building is closed).
- s. [g] Distinction A further qualification awarded by the Board of Examiners to a final examination;⁶
- t. [j] Nominal duration of study: The study load as established in the Central Register of Degree Programmes;⁷

⁵ The framework document *Leids universitair register opleidingen [Leiden University Register of Study Programmes]* can be found at the following website: <http://media.leidenuniv.nl/legacy/leiden-register-of-study-programmes.pdf>.

⁶ The distinction demonstrating a certain average score or proficiency.

⁷ I.e. the established programme duration in years of study.

Any other terms have the meaning as given to them by the Act.

Article 1.3 Codes of Conduct

- 1.3.1 The Leiden University Code of Conduct on Standards of Behaviour between Lecturers and Students⁸ is applicable. The aim of this code is to create a framework for a good, safe and stimulating work and study environment within Leiden University, in which lecturers and students respect each other and in which mutual acceptance and trust are important values.
- 1.3.2 The Leiden University Regulations on ICT and Internet Use⁹ are also applicable. These regulations define what is considered appropriate use of ICT and internet and how usage checks will be made. They also explain which conduct is not tolerated and that consequences that apply.
- 1.3.3 The Faculty Code of Conduct also applies to the teaching in the study programmes.¹⁰

⁸ To be found on the website: <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/code-of-conduct-on-standards-of-behaviour>.

⁹ To be found on the website: <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/regulations-on-ict-and-internet-use>.

¹⁰ The Code of Conduct of the Faculty is published on the faculty website (in Dutch): <http://www.law.leidenuniv.nl/studenten/algemenestudentenzaken/rechten-en-plichten/gedragsregels/gedragscode.html>.

Chapter 2 – Description of the programme

Article 2.1 Objectives of the programme

The programme has the following objectives:

- Further specialisation of knowledge in relation to the bachelor's programme, through a deepening of academic knowledge, where education and research are closely intertwined;
- Preparation for an academic career, by providing qualifications to carry out independent academic research;
- Preparation for a career in public or private enterprise, by providing qualifications to identify and solve complex questions in a professional field for which the degree programme is either required or of good use.

Article 2.2 Specialisations

The programme offers the following nine specialisations:

- Civiel recht [Civil Law] (offered in Dutch)
- Ondernemingsrecht [Company Law] (offered in Dutch)
- Staats- en bestuursrecht [Constitutional and Administrative Law] (offered in Dutch)
- Straf- en strafprocesrecht [Criminal Law] (offered in Dutch)
- European Law (offered in English)
- Financieel recht [Financial Law] (offered in Dutch)
- Encyclopedie en filosofie van het recht [Jurisprudence and Philosophy of Law] (offered in Dutch)
- Public International Law (offered in English)
- Arbeidsrecht [Labour Law] (offered in Dutch)

Article 2.3 End qualifications

Graduates of the programme will have achieved the following end qualifications (achievement levels) listed according to the Dublin descriptors: 'Knowledge and understanding', 'Applying knowledge and understanding', 'Judgement', 'Communication' and 'Learning skills'.

Dublin descriptors

Knowledge and understanding	The master has demonstrated knowledge and understanding that is founded upon and extends and/or enhances that typically associated with Bachelor's level, and that provides a basis or opportunity for originality in developing and/or applying ideas, often within a research context;
Applying knowledge and understanding	The master can apply their knowledge, understanding and problem-solving abilities in new or unfamiliar environments within broader (or multidisciplinary) contexts related to the field of study;
Judgement	The master has the ability to integrate knowledge and handle complexity, and formulate judgements with incomplete or limited information, but that include reflecting on social and ethical responsibilities linked to the application of their

	knowledge and judgements;
Communication	The master can communicate his conclusions, and the knowledge and rationale underpinning these, to specialist and non-specialist audiences clearly and unambiguously;
Learning skills	The master has the learning skills to allow him to continue to study in a manner that may be largely self-directed or autonomous.

End qualifications

Knowledge and understanding

1. The graduate has a thorough knowledge of and insight into the prevailing law and the foundations and context thereof, as well as the underlying coherence of the relevant legal sources. (*knowledge and understanding*)
2. The graduate has a thorough knowledge of and insight into the specific specialisation area of the programme, as listed under article 2.2 above, each including the accompanying European and international dimension. (*knowledge and understanding*)
3. The graduate has knowledge of and insight into:
 - a. The coherence between any subareas, at a minimum on a theoretical level;
 - b. The societal context in which the law operates;
 - c. The key issues, context and meaning of the rules of law and the development thereof, and/or of the implementation and enforcement of the law.(*knowledge and understanding*)

Academic and other skills

4. The graduate is able to thoroughly analyse and interpret complex issues and their underlying coherence, either in the form of actual case law or more abstract questions, as related to the specific specialisation as indicated in (2.), thereby including social, political and legal historical aspects, raise critical questions and come up with original and creative legal solutions. The graduate is further capable to present his or her thoughts on these issues clearly, both orally and in writing, for both fellow and non-lawyers. (*applying knowledge and understanding, judgement, communication*)
5. The graduate is able to form an independent opinion on legal issues in society, on the basis of academically established facts and well-argued, responsible and verifiable considerations. (*applying knowledge and understanding, judgement*)
6. The graduate is able to follow, understand and participate in academic debates relating to the relevant specialisation area as referred to in (2.) above. (*applying knowledge and understanding, communication*)
7. The graduate has insight into legal research methods and is capable of applying these towards substantial independent academic research (such as formulating a research question, gathering information, interpreting facts, drawing conclusions, evaluating and offering suggestions for further research). (*applying knowledge and understanding, judgement, communication*)

General qualifications

8. The graduate possesses the relevant legal knowledge, insight and skills required for:
 - a. Academic research leading towards a doctorate degree;
 - b. Admission to the legal profession (positions requiring a full law degree);
 - c. A legal position at academic level within the public or private sector and with European or international organisations.(*learning skills*)

Article 2.4 Structure of the programme

2.4.1 The programme is offered both full-time and part-time.

2.4.2 Both the full-time and part-time variants are offered during the daytime. Lectures and seminars may be held between 17:00 and 19:00.

Article 2.5 Study load

The full course load of the programme is 60 ECTS credits.

Article 2.6 Start of the programme; uniform structure of the Academic Year

The programme starts on 1 September and on 1 February of each year.¹¹

In terms of the courses, the programme is based on the university semester system and comprises 42 teaching weeks.

Article 2.7 Final examinations

The programme ends with the final examination for the master's degree (cf. 1.2 i. above).¹²

Article 2.8 Language of instruction

2.8.1 In accordance with the Code of Conduct on the language of instruction and Examination [*Gedragscode Voertaal*]¹³ the languages of instruction and examination in the programme are Dutch and/or English.

Students are expected have an adequate command of the language or languages of instruction and examination in the programme, in accordance with the requirements stated in Chapter 5. As appropriate, the Faculty publishes OER in English for English-taught programmes.

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.

Article 2.9 Quality

The programme is accredited by the Accreditation Organisation of the Netherlands and Flanders (NVAO) and complies with the applicable national and international quality requirements, and with the quality standards for education as set out in the framework document Leiden University Register of Study Programmes.

¹¹ In other words, new students may join the programme at either of these two dates.

¹² The wording of the Act allows the possibility for the Board of Examiners to consider for the final examination merely the grades as indicated in the examination register in order to determine whether the degree may be awarded.

¹³ The Code of Conduct regarding language of instruction [*Gedragscode voertaal*] was adopted by the University's Executive Board and can be found at <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/language-of-instruction>.

Chapter 3 – Curriculum

Article 3.1 Compulsory course components

- 3.1.1 The programme includes compulsory components¹⁴ worth a total study load of 60 credits. These compulsory components include the pre-defined components from which students are obliged to choose.¹⁵
- 3.1.2 The (course description in the) e-Prospectus further specifies the actual structure of the programme, i.e. the study load (in credits), the level,¹⁶ the contents and the structure of the curriculum components.

3.2.1-3.2.3 [Not applicable]¹⁷

- 3.2.4 Students who are enrolled in the programme can put together their own programme by combining components offered by an institution to which a final examination is attached. This requires permission from the most appropriate Board of Examiners. In granting this permission, this Board of Examiners also indicates under which programme of the institution the chosen programme should fall. If necessary, the Executive Board will mandate a Board of Examiners to take this decision.

Article 3.3 Practical assignments

- 3.3.1 Course components may contain practical assignments according to the relevant course descriptions in the e-Prospectus, stating the type and scope of input required from the student (according to section 1.2 l. above), and indicating whether participation in these practical assignments is mandatory for entry to (other parts of) the examination of the component – save for the entitlement of the Board of Examiners to grant exemption from the examination, in which case it may or may not assign an alternative assessment (cf. art. 4.1.1, 4.1.2 and art. 4.6.6 below).
- 3.3.2 The e-Prospectus indicates the size and scope of the master's thesis and the standards the thesis has to meet.¹⁸ (Cf. art. 6.3)

Article 3.4 Registration for courses and examinations

- 3.4.1.1 To participate in an *examination* the student should register at least ten days before the date on which the examination will be held in accordance with the relevant applicable procedures.¹⁹

¹⁴ See also the appendices to these Course and Examination Regulations, items 1-4. The information can be found in the e-Prospectus via <https://studiegids.leidenuniv.nl/en/>.

¹⁵ The last sentence refers to the so-called compulsory optional courses and/or specialisation courses. See for courses and programmes/curricula also the Appendix to these Course and Examination Regulations under numbers 1 to 4. The information can be found in the e-Prospectus.

¹⁶ According to the 'abstract structure' as described in the Framework Document Leiden University Register of Study Programmes.

¹⁷ This concerns freedom of choice. The study programmes of degree specialisations may contain so-called compulsory courses ('gebonden keuzevakken') and specialisation courses ('profielingsvakken'), but these still remain part of the compulsory components referred to in article 3.1.1.

¹⁸ See the appendix to these Course and Examination Regulations, item 5. The standards are also be found in the 'Thesis Manual for the Master's Thesis Law, Tax Law, Notarial Law and Child Law'.

¹⁹ In the case of examinations which require registration, the students will register themselves via uSis.

3.4.1.2 Outside the period referred to in article 3.4.1.1 the procedures drawn up by the Faculty will apply.²⁰

3.4.2 Enrolment in courses is arranged in order of registration,²¹ with the provision that students who are registered on a particular programme (specialisation, cf. art. 2.2) are guaranteed access to courses belonging to that programme when the registration is on time (cf. art. 3.4.1.1 and 3.4.1.2).²²

Students may only take certain components once they have passed the examination of a preceding component. The e-Prospectus specifies the components to which this condition applies (cf. art. 4.2 below).

Article 3.5 Dissemination of Study Material

3.5.1 Students are not allowed to make audio or video recordings of lectures or education-related meetings without the explicit prior permission of the relevant lecturer. Should such permission be granted, the student is only legally allowed to use the recording for his/her own use; all forms of duplication or publication of the recordings are prohibited.

3.5.2 Students are not allowed to disseminate or publish study materials in any shape or form. Students are only authorised to use materials for their personal use.

²⁰ For the (faculty) procedures concerning registration please consult the faculty (student) website.

²¹ For the course components which require registration as referred to in Article 3.4.2, students must register themselves via uSis.

²² This does not therefore fully apply in the case of all alternatives concerning the so-called compulsory courses and/or specialisation courses (cf. art. 3.1.1).

Chapter 4 – (Course) Examinations and final examination,²³ continuation programmes

Article 4.1 Frequency of examinations

- 4.1.1 For each course component offered in an academic year, it is possible to take the examination on two occasions during that year, with the exception of course components indicated in the e-Prospectus by the term ‘Privatissimum’ and/or ‘Practicum’ (cf. art. 3.3.1), which are examined only once per year²⁴. The Board of Examiners determines the manner of resit for practical assignments.
- 4.1.2 If a course component contains a practical assignment, students may only sit the examination as referred to in art. 4.1.1 if they have successfully completed the practical assignment, unless the Board of Examiners decides otherwise. (cf. art. 3.3 and 4.6.6)
- 4.1.3 If the mark for a course component is made up of several partial tests,²⁵ it is possible to deviate from the number of examinations and resits as referred to in 4.1.1, on the condition that the student is at least given the opportunity to successfully complete the component by means of a representative resit test. Where applicable, this is stated in the e-Prospectus.
- 4.1.4 In accordance with section 7.13, second paragraph under (h) of the Act the examination dates are included in the faculty examination calendar, available on the website, under ‘students’ (and via a link in the e-Prospectus).
- 4.1.5 *[not applicable]*
- 4.1.6 Contrary to the above paragraphs and upon the request of the student, the Board of Examiners may in exceptional circumstances allow an additional resit.²⁶
- 4.1.7 If an examination at the end of a course component has been completed successfully, and a student takes the resit of this examination without having obtained permission to do so from the Board of Examiners, the result of the last examination will not be assessed.
- 4.1.8.1 *Retaking an exam that has been passed*

Contrary to Article 4.1.7, under certain conditions and at the student’s request the student may retake one exam that had already been passed. A retake is possible for selected course components only, and:

- if the student has passed the exam of a certain course component at the first attempt,²⁷ and
- this first attempt took place during the *first examination period* in the academic year.

The resit is done during the second examination period of the course component in question in the *same* academic year. (Cf. art. 4.1.1)

A note is made in the student file that he or she has made use of this facility.

²³ For further information about the implementation and regulations concerning the examinations please refer to the document ‘Examination Rules and Regulations Examinations for the master’s degree programmes Leiden Law School’ – see appendix under 7.

²⁴ These courses are only offered once per year and considering their intensive nature, scope, content and teaching methodology it is not possible to take the examination without participating in the course.

²⁵ The exact proportion/rate, the (contents of the) re-examination, and the validity of the result of partial examinations, are regulated in the course descriptions in the e-Prospectus.

²⁶ For further information please refer to the document ‘Examination Rules and Regulations for the master’s degree programmes Leiden Law School’.

²⁷ This implies that the student has not previously taken part or failed the exam corresponding to the course component in question.

4.1.8.2 The resit referred to in Article 4.1.8.1 is only possible for certain assessments that are part of the (course) examination²⁸ and for which registration is compulsory (cf. art. 3.4.1). The e-Prospectus states which assessments can be retaken on the grounds of this article.

4.1.8.3 The request should be submitted to the faculty student administration centre (OIC) no later than 20 calendar days following the notification of the pass result. If the second opportunity for the examination is to be held within the period of 20 calendar days, the request should be submitted to the faculty student administration centre no later than the working day before the date of the second examination. The student administration centre will provide a compulsory request form for this purpose.

By submitting the request form, the student's right to the single retake has been used.²⁹

4.1.8.4 If a review and or a feedback session of the exam that was passed leads to an amendment of the result whereby the student no longer wishes to retake the exam, a request for a retake that was already submitted can be withdrawn on the working day prior to the second examination at the latest. By withdrawing the request, the request form will be considered never to have been submitted.

4.1.8.5 When an examination is retaken on the grounds of this article, the subsequent grade will take the place of the original grade.

If this grade is lower than a 6.0, the consequence is (therefore) the loss of the EC that had already been acquired for the course component in question.

In this case, there will also be no entitlement for the particular course component to an individual resit as referred to in article 4.8 of the Examination Rules and Regulations for the master's degree programmes Leiden Law School, before the first examination opportunity of that course in the subsequent academic year.

4.1.8.6 If the student is enrolled in more than one master programme at Leiden Law School he or she may make use of the opportunity to retake an exam that was already passed for only one of these programmes.

4.1.8.7 As soon as the exam commission has ascertained that the final examination (according to art. 1.2 letter d and 2.7) has been passed, the opportunity to make use of the above arrangement expires.³⁰

Article 4.2 Mandatory order

4.2.1 The e-Prospectus specifies which examinations cannot be taken before the examinations of one or more other course components have been successfully completed.³¹ (See also art. 3.4.2)

4.2.2 For the course components and their related examinations that must be completed in a given sequence, the Board of Examiners may in special cases, and following a motivated written request by the student, agree to an alternative sequence.

²⁸ This concerns assessments which were done as a written exam at a university location and which have a regular retake within the same academic year. Resitting passed exams is therefore not applicable to all types of assessment, for example it does not apply to partial exams, practical exercises, assignments and theses.

²⁹ The student who after his request does not take part in the resit can no longer make use of the provision contained in article 4.1.8.1.

³⁰ Existing requests for a resit of a passed exam are automatically cancelled and new requests are no longer accepted from the moment that the student has submitted the form 'Graduation Request' to the OIC.

³¹ Students can only participate in the course component for the thesis if they have successfully passed three examinations or examinations with a total of 20 ECTS credits from course components from the first and/or second semester, notwithstanding the content of article (5.0-)5.3.2.2 below.

Article 4.3 Methods of assessment

- 4.3.1 The course descriptions as listed in the e-Prospectus state whether assessment for any particular course component takes place in the form of a written or an oral examination, or an alternative assessment.³²
- 4.3.2 Students with a disability or chronic illness may take examinations in a manner that has been adjusted to accommodate their particular disability as much as possible. These adjustments may not effect the quality or level of difficulty of an examination. If necessary, the Board of Examiners will seek expert advice, as provided for in the Protocol on Studying with a Disability, before reaching a decision. (See also art. 6.5)
- 4.3.3 In special cases, the Board of Examiners may, at the request of the student and within the scope of the(se) Course and Examination Regulations, permit a student to sit an examination in another manner than specified in the e-Prospectus.
- 4.3.4 Examinations are held in the language(s) of instruction for this programme that are specified in the(se) Course and Examination Regulations (see art. 2.2 and art. 2.8). At the request of the student, the Board of Examiners may permit him or her to sit an examination in another language.
- 4.3.5 *[not applicable]*

Article 4.4 Oral examinations

- 4.4.1 An oral examination may involve only one student at a time, unless the Board of Examiners has decided otherwise. (See also art. 4.3.1, note 35)
- 4.4.2 Oral examinations are public, unless the Board of Examiners or the examiner concerned has decided otherwise, owing to special circumstances, or unless the student has indicated his/her objections.

Article 4.5 Rules and Regulations set by the Board of Examiners

- 4.5.1 In accordance with section 7.12b (3) of the Act, the Board of Examiners has set out rules concerning the execution of their tasks and responsibilities and the measures they can take in this respect.³³
- 4.5.2 It is the duty of the Board of Examiners to ensure that the right of the student to appeal against decisions of the Board of Examiners or the examiners is safeguarded.

Article 4.6 Assessment and grading

- 4.6.1 The examiner will determine the mark immediately after an oral examination has been conducted. The student will be informed of this through the University study progress system.
- 4.6.2 The examiner will mark any written examination or constituent examination within fifteen working days of the day on which the examination or constituent examination was taken.³⁴ The

³² The examination of the course components stated in the e-Prospectus can also take the form of a group assessment. An individual assessment is provided in the event of a presentation, study, report or other form of course activity that is carried out as part of a group.

³³ The Board of Examiners has set out rules and regulations. These are included in the 'Examination Rules and Regulations for the master's degree programmes Leiden Law School'. These include any measures to be taken in the event of academic fraud, including plagiarism. Leiden University's and the Leiden Law School's definitions and policies surrounding plagiarism can be found on the university website.

³⁴ According to the internal faculty regulations this rule implies that grades must be notified to the student no later than the 14th working day after the date of the examination. For the student administration office

departmental office will notify the student of the examination results through the University study progress system.³⁵ The student will be informed of the result at least five working days before the next resit of the examination.

- 4.6.3 If the examiner is unable to comply with the term of fifteen working days cf. article 4.6.2, the student must be notified through Brightspace (and in a mail to the student's u-mail address³⁶) before this term expires. The student shall also be informed of the relevant procedure in such cases, including the latest date by which the student will be informed of the result.³⁷
- 4.6.4 Examination grades must be expressed as a whole or fractional number between 1.0 and 10.0 (inclusive).³⁸ The result cannot be expressed as a (fractional) number between 5.0 and 6.0.
- 4.6.5 The examination is considered to be successfully completed if the result is 6.0 or higher.
- 4.6.6 The successful completion of a practical assignment may qualify as the successful completion of an examination in the sense of section 7.10 of the Act.³⁹
- 4.6.7 The written or electronic notification of the examination result⁴⁰ informs students of their right to inspect their marked examination papers as referred to in Article 4.8 below and of the appeals procedure.
- 4.6.8 *[Not applicable]*

Article 4.7 Validity of results and exemptions

- 4.7.1 The validity of passed examinations and exemptions granted is in principle unlimited. The exam commission can decide that an examination or exemption loses its validity if this was achieved or acquired more than three years ago and the knowledge, understanding and/or skills that was examined or exempted has clearly become out of date.⁴¹ (see also art. 4.10.2.1 and 4.10.2.2)
- 4.7.2 Until the investigation referred to in article 4.10.2.2 has taken place or the exam commission has officially taken a decision as referred to in article 4.7.1, the student can request the exam

("OIC") to be able to process the grades, grades need to be provided to the OIC no later than the 13th working day. With respect to certain legal obligations the grading term may be shorter than indicated here (for instance prior to the end of the academic year) – the OIC will then inform the department administrative offices and/or programme coordinators of any relevant terms in these circumstances.

³⁵ *This notification is the digital proof of the result of the (course) examination.*

³⁶ *Using the announcement on the Blackboard site of the course component in question, an email notification can be sent to the student's u-mail address. Students are therefore expected to enrol themselves on the Blackboard site of the course component before participating in the course.*

³⁷ *Law School policy: When after an examination the grades are not provided to the OIC within the given time, or the OIC is not able to publish the results on time, the course coordinator, the examiner, or the Head of the OIC must hand in a motivated request for extension with the Education Director of the Law School. Should the request be honoured, then the course coordinator, examiner or the relevant department must notify the student(s) no later than the 14th working day following the examination, with the inclusion of information about any alternative procedures.*

³⁸ *The final grade for an examination (the grade achieved for a course component) at Leiden Law School is only provided as a whole grade, with the exception of the thesis. See the 'Examination Rules and Regulations for the master's degree programmes Leiden Law School'.*

³⁹ *This implies that a practical exercise can be both a condition to participate in the (final) examination (cf. art. 3.3 and 1.2 under letter l) as well as an examination (final or part) in its own right (cf. art. 1.2 letter g).*

⁴⁰ *Or on the actual examination, or on Blackboard on the relevant course pages.*

⁴¹ *This provision is based on the Dutch Higher Education and Research Act (WHW) and on what is contained in the model Course and Examination Regulations (CER) in relation to this: "The Faculty Board may limit the validity of an examination pass, subject to the authority of the Board of Examiners to extend the period of validity in individual cases. The period of validity of an examination pass may only be limited if the examined knowledge, understanding or skills are demonstrably outdated."*

commission to take a decision on the validity of exams passed and/or exemptions acquired by the student.⁴²

- 4.7.3 The term stated in article 4.7.1 will commence on 1 September of the academic year subsequent to the year in which the examination was passed or an exemption was provided.

Article 4.8 Access to examination scripts and exam reviews

- 4.8.1 Students have the right to view their marked examination script within a period of thirty days following the publication of the results of any written examination. The examiner has the authority to decide whether the review session takes place collectively or individually.
- 4.8.2 During the period referred to in article 4.8.1, the examination questions and assignments as well as any available marking criteria may be viewed.
- 4.8.3 An exam review session will be held. In what manner and at what time the inspection and feedback session will take place will be communicated at the same time as the results of the examination via the e-Prospectus or the Brightspace site of the relevant course component.
- 4.8.4 The examiner is entitled to determine whether an examination will be reviewed collectively or individually.
- 4.8.5 The examiner determines where and when the evaluation (and the right to view) will take place. Access to the examination script may coincide with the review session.
- 4.8.6 Students who can demonstrate that due to circumstances beyond their control they are or were unable to attend the review session, must be granted another opportunity for such a review (and the right to view) and, if possible, within the period referred to in article 4.8.1.

Article 4.9 Exemption from examinations and/or practical assignments

At the student's request and after consultation with the relevant examiner, the Board of Examiners may grant exemption⁴³ from one or more examinations or practical assignments on one of the following conditions:

- a. The student has successfully completed, at another university or an institute of higher professional education, a course component that is equivalent in content, level and study load to the component for which exemption is requested;
- b. The student has demonstrated to possess, whether or not in addition to that mentioned above in a., through relevant work or professional experience, equivalent skills and knowledge to the course component.

Article 4.10 The final examination

- 4.10.1 The student will be awarded a diploma by the Board of Examiners once it becomes clear that the final examination has been successfully completed.
- 4.10.2.1 As part of the final examination, the Board of Examiners is entitled to set an additional investigation into the knowledge, understanding and skills of the student and to assess the result.

⁴² This provision is also an elaboration of the WHW Act and the model CER: "The Board of Examiners may, in accordance with the criteria specified in the Rules and Regulations and at the request of the student, extend the validity of examinations for a period to be specified by the Board itself. In the event of special circumstances in the sense of article 7.51, second clause, of the law, the Board of Examiners will act in accordance with the pertinent provisions in article 7.10, fourth clause of the law."

⁴³ Exemptions may also be arranged at the time of admission to the programme cf. chapter 5.

- 4.10.2.2 The investigation covers in any case the assessment of the exam commission on the validity of passed examinations and acquired exemptions as referred to in article 4.7.1.
- 4.10.3 Graduation will not take place before the Executive Board has declared that all procedural requirements (including the requirement to pay tuition fees) have been met. One diploma will be awarded for each programme. It is recorded on the diploma that the (specialisation of the) programme has been delivered by Leiden University.
- 4.10.4 Pursuant to the regulations referred to in section 7.11 (3) of the Act, a student who is entitled to graduate may request the Board of Examiners to postpone graduation.⁴⁴
- 4.10.5 This request must be submitted within five working days of the student receiving his or her examination results. In the request the student must state when he or she wishes to graduate.
- 4.10.6 The Board of Examiners will approve the request if the student has not been enrolled in the programme for longer than three academic years. In exceptional cases, the Board of Examiners may decide to act otherwise.
- 4.10.7 A diploma supplement in Dutch and/or English complying with the European standard format, including the grading table applicable for the degree programme, is attached to the degree certificate. The certificate also includes a Latin certificate.

Article 4.11 The degree award

- 4.11.1 Students who have successfully passed the final examination of the programme are awarded the degree title of Master of Laws (LL.M.). The award includes a mention of whether or not the formal conditions to enter the legal profession (so-called ‘*civil effect*’) have been met. (See also article 2.3 under 8 (b)).
- 4.11.2 The degree certificate states the degree awarded.

Article 4.12 Distinctions

- 4.12.1 A distinction can be added to the result of a final examination.⁴⁵
- 4.12.2 The distinction is determined on the basis of the weighted average of all (course) examinations that belong to the final examination, with the exception of the (course) examinations/components for which an exemption was granted and course components for which the student only obtained a proof of attendance. Components completed from other programmes, including components followed abroad, must be approved by the Board of Examiners.
- 4.12.3 The weighted average of all grades is determined by multiplying the number of study credits (EC) of each course component by the grade awarded for this component, then adding these up, and finally dividing the result by the total number of study credits obtained.
- 4.12.4 Without prejudice to that contained in article 4.12.6 and article 4.12.7, the designation ‘cum laude’ will be added on the certificate and on the diploma if the following conditions have been met:
- the weighted average of all course components is 8.0 or higher;
 - a minimum grade of 8.0 was achieved for the thesis;
 - the examination was passed within the nominal duration of study + 1 year, and;
 - no more than 20 ECTS in exemptions was granted.

⁴⁴ *Leiden University Regulations on postponing graduation:*
<https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/regulations-on-postponing-graduation>.

⁴⁵ *In other words, the distinction ‘cum laude’ or ‘summa cum laude’ can be added to the result ‘passed’ if the conditions stated in paragraphs 2 to 7 of this article have been met.*

The Board of Examiners sets corresponding conditions for part-time programmes, proportionate to the nominal duration of the study programme.

4.12.5 Without prejudice to that contained in article 4.12.6 and article 4.12.7, the designation 'summa cum laude' will be added on the certificate and on the diploma if the following conditions have been met:

- the weighted average of all course components is a 9.0 or higher;
- a minimum grade of 9.0 was achieved for the thesis;
- the examination was passed within the nominal duration of study, and;
- no more than 20 ECTS in exemptions was granted.

The Board of Examiners sets corresponding conditions for part-time programmes, proportionate to the nominal duration of the study programme.

4.12.6 The Board of Examiners may also decide to award a distinction in other, exceptional cases, on the condition that the weighted average mark does not differ by more than 0.5 from the grades stipulated in the fourth and in the fifth paragraphs above. Examples include such aspects as the development of the student throughout his study programme, possible exceptional performances on the part of the student in completing the final assignment or thesis, or other relevant exceptional circumstances.

4.12.7 If the student has been subject to disciplinary measures as a result of irregularity, fraud or plagiarism, he or she will not be awarded a distinction.⁴⁶

Article 4.13 Continuation programme

The Master of Laws (diploma) degree awarded provides access to a doctorate degree programme (PhD track).

⁴⁶ A note will be made in the student's digital file of any occurrence of fraud or other disciplinary measures pursuant to article 4.5 and the 'Examination Rules and Regulations for the master's degree programmes Law School' of the Board of Examiners.

Chapter 5 – Admission to the programme

Editorial comment: the admission requirements 2019-2020 are included under article 5.0 (...)

The requirements for admission in academic year 2020-2021 are included under article 5.1 (...)

Article 5.0 Admission to the academic year 2019-2020

Article 5.0-5.1 Confirmation of Admission

5.0-5.1.1 A confirmation of admission can be issued by the Faculty Board if the student fulfils the entry requirements specified in article 5.0-5.2 or 5.0-5.3 in so far as the maximum number of enrolled students as determined by the Executive Board for the programme is not exceeded.

5.0-5.1.2 The confirmation of admission must be applied for according to the rules set out in the Regulations for Admission to the Master's programmes.⁴⁷

Article 5.0-5.2 Admission to the academic year 2019-2020

5.0-5.2.1 Pursuant to section 7.30b, first paragraph, of the Act holders of one of the following degrees may be admitted to (a specialisation of) the programme:

- a bachelor's degree in Law from Leiden University (cf. art. 5.0-5.2.3), or;
- a bachelor's degree in Law from one of the other Dutch academic universities, provided it meets the nationally set standards for entry to the legal profession [civiel effect]⁴⁸.

5.0-5.2.2 The Board of Admissions may, on request, grant admission to the (specialisation of the) programme to persons who do not meet the requirements specified in article 5.0-5.2.1 but who can demonstrate⁴⁹ to the satisfaction of the Board of Admissions that they possess an equal level of knowledge, understanding and skills as the holders of a degree specified in article 5.0-5.2.1, possibly under conditions to be further determined, without prejudice to the requirements in article 5.0-5.2.4, to applicants who:

- have obtained a bachelor's degree from an academic university, and who can demonstrate to meet all necessary requirements for such a degree, and
- possess an equivalent level of knowledge, understanding and skills as required for the award of the bachelor's degree referred to in article 5.1-5.2.1 *, and
- in the case of the specialisation European Law, have obtained a minimum of 45 ECTS in law courses, and
- are sufficiently proficient in the language(s) of instruction of the programme, as per the language requirements set by the Law School - the required level for Dutch is 'Toelatingsexamen Universiteit Leiden – gevorderd' (previously: 6 - TUL) and for English: 7.0 IELTS, TOEFL paper 600, Toefl internet 100, under the condition of minimum sub scores of 6.0 IELTS, 20 TOEFL Internet or 54 TOEFL paper for all test components.

[* The knowledge, understanding and skills required are described in the end qualifications of the bachelor's programme, in chapter 2 of the Course and Examination Regulations (in Dutch: OER) of the bachelor's programme in Law.]

Article 5.0-5.2.3 Dutch and English languages

⁴⁷ The Regulations for Admission to Master's Programmes of Leiden University can be found on the following website: <https://www.organisatiegids.universiteitleid.nl/en/regulations/general/regulations-for-admission-to-master-programmes>.

⁴⁸ In other words: meets the requirements for 'civiel effect', with the exception of the requirement of having achieved a master's degree in law of (minimum) 60 ECTS. To assess whether this constitutes a degree giving 'civiel effect', besides the diploma and list of grades a motivation letter and CV may be requested.

⁴⁹ A diploma, list of grades, CV and motivation letter may be requested.

5.0-5.2.3.1 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 US, 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 determined by SEA (Admissions Office) in an EER 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).

5.0-5.2.3.2 If a student who wishes to be admitted does not meet the requirements in 5.2.3.1, at least one of the following language requirements can be set: 7.0 IELTS, TOEFL paper 600, TOEFL Internet 100, under the condition of minimum sub scores of 6.0 IELTS, 20 TOEFL Internet or 54 TOEFL paper for all test components.

5.0-5.2.3.3 As further clarification of Article 2.8 concerning command of the language of instruction, a student who is not a native Dutch speaker and who wishes to be admitted to a Dutch-taught master's programme must have passed TUL-halfgevorderd (equivalent to state examination NT2-II) or TUL-gevorderd.

Article 5.0-5.2.4 Qualitative admission requirements

5.2.4.1 In addition to the requirements (cf. 5.0-5.2.1 first bullet) to the master's specialisation 'Straf- en strafprocesrecht' [Criminal Law] additional entry requirements are applicable to the following bachelor specialisations:

- specialisation Law and Economics;
- specialisation Law and Entrepreneurship and Management, and;
- specialisation (Law) International Business Law;

the prior (bachelor) education must contain:

- regarding students whose education has begun prior to the 1st of September 2013 the bachelor course component 'Straf- en strafprocesrecht' of 10 ECTS,
- and regarding students whose education has begun on or after the 1st of September 2013 the bachelor course component 'Strafprocesrecht' of 10 ECTS.

5.2.4.2.1 In addition to the requirements contained in 5.2.1 or 5.2.2, pursuant to article 7.30b second paragraph of the Act, the following qualitative admission requirements apply for the master's specialisation Public International Law:

- Motivation letter
- CV
- List of grades
- Two letters of recommendation

5.2.4.2.2 If article 5.2.4.2.1 is applicable, the following method shall apply when processing the admission requirements:

- Diploma: it will be checked whether the diploma is the equivalent of a bachelor's degree from a Dutch academic university;
- List of grades: the programme content of the prior education will be checked to assess whether the student has sufficient prior knowledge of the relevant field of law for the master's programme;
- Motivation letter: it will be checked whether the student has sufficient affinity with the master's programme and whether the student is capable of expressing themselves in a coherent manner and in correct English;

- CV: this is examined to determine the student's prior knowledge. Relevant extra-curricular law-related activities such as internships, moot courts and voluntary work will be assessed to determine experience and affinity with the programme;
- Letters of recommendation: these support the overall assessment with regard to the required prior knowledge and affinity with the programme.

5.2.4.2.3 If article 5.2.4.2.1 is applicable, the following deadlines apply in relation to the admission requirements:

- The deadline is 1 April for September applicants who require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The deadline is 15 June for September applicants who do not require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The final deadline is 31 August for September applicants with a bachelor's degree in law from Leiden University.
- The deadline is 15 October for February applicants who require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The deadline is 1 December for February applicants who do not require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The final deadline is 31 January for February applicants with a bachelor's degree in law from Leiden University.

5.2.4.3.1 In addition to the requirements contained in 5.2.1 or 5.2.2, pursuant to article 7.30b second paragraph of the Act, the following qualitative admission requirements apply for the master's specialisation European Law:

- Motivation letter
- CV
- List of grades
- Two letters of recommendation

5.2.4.3.2 If article 5.2.4.3.1 is applicable, the following method shall apply when processing the admission requirements:

- Diploma: it will be checked whether the diploma is the equivalent of a bachelor's degree from a Dutch academic university;
- List of grades: the programme content of the prior education will be checked to assess whether the student has sufficient prior knowledge of the relevant field of law for the master's programme;
- Motivation letter: it will be checked whether the student has sufficient affinity with the master's programme and whether the student is capable of expressing themselves in a coherent manner and in correct English;
- CV: this is examined to determine the student's prior knowledge. Relevant extra-curricular law-related activities such as internships, moot courts and voluntary work will be assessed to determine experience and affinity with the programme;
- Letters of recommendation: these support the overall assessment with regard to the required prior knowledge and affinity with the programme.

5.2.4.3.3 If article 5.2.4.3.1 is applicable, the following deadlines apply in relation to the admission requirements:

- The deadline is 1 April for September applicants who require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The deadline is 15 June for September applicants who do not require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The final deadline is 31 August for September applicants with a bachelor's degree in law from Leiden University.
- The deadline is 15 October for February applicants who require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The deadline is 1 December for February applicants who do not require a visa, residence permit or accommodation via the Leiden University Housing Office.

- The final deadline is 31 January for February applicants with a bachelor's degree in law from Leiden University.

5.2.4.4 For qualitative admission requirements for the master's specialisation *Encyclopedie en Filosofie van het Recht* see the Dutch Course and Examination Regulations ('OER Master Rechtsgeleerdheid').

5.0-5.2.5 [Not applicable]

Article 5.0-5.3 Deficiencies (Students with a divergent obtained bachelor's degree)

5.0-5.3.1 Students who have obtained a bachelor's degree from an academic university other than the one mentioned in article 5.0-5.2.1, but who lack up to 15 required ECTS credits (from the degree as meant in article 5.0-5.2.1), may be admitted to the programme provided the missing credits are obtained within a reasonable time.⁵⁰

5.0-5.3.2.1 Student who have deficiencies as referred to in article 5.0-5.3.1 may follow the course, after being admitted to the programme, but they may not take final examinations or course examinations which are specified by or on behalf of the Faculty Board in the decision to allow admission.

5.0-5.3.2.2 The deficiencies as indicated in 5.0-5.3.1 must be surpassed before:

- a. the student may obtain supervision for the thesis;
- b. a grade may be awarded for the thesis.

5.0-5.3.3 [Not applicable]

5.0-5.3.4 If a student is admitted to the programme on the basis of 5.0-5.3.1 the examinations that must still be passed to meet the admission requirements cannot be part of the curriculum of the master's programme.

[Article 5.0-5.4 Officially the content of article 5.0-5.4 has been discontinued. However, as a transitional regulation this article applies to a limited extent] (Bridging Programme)⁵¹ [in Dutch only]

5.0-5.4.1 De opleiding heeft voor daartoe toegelaten studenten libo-rechten van de Haagse Hogeschool en de Hogeschool Leiden het volgende schakelprogramma van 70 ECTS ingericht om deficiënties weg te nemen:⁵²

Eerste component/gedeelte schakelprogramma:

1. Staats- en bestuursrecht (10 ec)
of Staatsrecht (5 ec) en Bestuursprocesrecht (5 ec)
2. Ondernemingsrecht (10 ec)
of Onderneming en recht (10 ec)
3. Europees recht (5 ec)
4. Goederenrecht (5 ec)
5. Rechtsfilosofie (10 ec)
of Rechtsfilosofie I (5 ec) en Rechtsfilosofie II (5 ec).

Tweede component/gedeelte schakelprogramma:

6. Verbintenissenrecht (10 ec)
7. Straf- en strafprocesrecht (10 ec)
of Materieel strafrecht (10 ec) en Strafprocesrecht (10 ec)
8. Internationaal recht (5 ec)

⁵⁰ This article does not apply if the deficiency concerns a core course.

⁵¹ This option has been phased out and only operates now as a transitional arrangement for certain students who had been admitted previously.

⁵² (In Dutch only) Het schakel-(talent)programma omvat de negen vakken van in totaal 70 ec. De 1^e component van 5 vakken van 40 ec is ondergebracht in het onderwijsprogramma van het 2^e t/m 4^e jaar van de libo-rechten opleiding van de HHS en HSL (en moet dus zijn behaald bij het afstuderen libo-rechten). Na het behalen van die vakken met (c.q. in) de studie libo-rechten wordt de overige 30 ec de tweede component, gevormd door een (aanvullend post-libo-) programma van één semester c.q. een half jaar aan de rechtenfaculteit. Daarna kan een student instromen in de master Rechtsgeleerdheid.

9. *Burgerlijk procesrecht (5 ec).*

Admission to the academic year 2020-2021

Article 5.1 Confirmation of Admission

- 5.1.1 A confirmation of admission can be issued by the Faculty Board if the student fulfils the entry requirements specified in article 5.2 or article 5.3 in so far as the maximum number of enrolled students as determined by the Executive Board for the programme is not exceeded.
- 5.1.2 The confirmation of admission must be applied for according to the rules set out in the Regulations for Admission to the Master's programmes.⁵³

Article 5.2 Admission to the academic year 2020-2021

- 5.2.1 Pursuant to section 7.30b, first paragraph, of the Act holders of one of the following degrees may be admitted to (a specialisation of) the programme:

- a bachelor's degree in Law from Leiden University (cf. art. 5.2.3), or;
- a bachelor's degree in Law from one of the other Dutch academic universities, provided it meets the nationally set standards for entry to the legal profession [*civiel effect*].⁵⁴

- 5.2.2 The Board of Admissions may, on request, grant admission to the (specialisation of the) programme to persons who do not meet the requirements specified in 5.2.1 but who can demonstrate⁵⁵ to the satisfaction of the Board of Admissions that they possess an equal level of knowledge, understanding and skills as the holders of a degree specified in 5.2.1, possibly under conditions to be further determined, without prejudice to the requirements in 5.2.4, to applicants who:

- have obtained a bachelor's degree from an academic university, or who can demonstrate to meet all necessary requirements for such a degree, *and*
- possess an equivalent level of knowledge, understanding and skills as required for the award of the bachelor's degree referred to in article 5.2.1 *, *and*
- in the case of the specialisation European Law, have obtained a minimum of 45 ECTS in law courses, and
- are sufficiently proficient in the language(s) of instruction of the programme, as per the language requirements set by the Law School - the required level for Dutch is 'Toelatingsexamen Universiteit Leiden – gevorderd' (previously: 6 - TUL) and for English 7.0 IELTS, TOEFL paper 600, Toefl internet 100, under the condition of minimum sub scores of 6.0 IELTS, 20 TOEFL Internet or 54 TOEFL paper for all test components.

[*The knowledge, understanding and skills required are described in the end qualifications of the bachelor's programme, in chapter 2 of the Course and Examination Regulations (in Dutch: OER) of the bachelor's programme in Law]

5.2.3 Dutch and English languages

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

- An International Baccalaureate diploma (or other with English A);

⁵³ The Regulations for Admission to Master's Programmes of Leiden University can be found on the following website: <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/regulations-for-admission-to-master-programmes>.

⁵⁴ In other words: meets the requirements for 'civiel effect', with the exception of the requirement of having achieved a master's degree in law. To assess whether this constitutes a degree giving 'civiel effect', besides the diploma and list of grades a motivation letter and CV may be requested.

⁵⁵ A diploma, list of grades, CV and motivation letter may be requested.

- A diploma of secondary or higher education completed in the US, 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 determined by SEA (Admissions Office) in an EER 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).
- 5.2.3.2 If a student who wishes to be admitted does not meet the requirements in 5.2.3.1, at least one of the following language requirements can be set: 7.0 IELTS, TOEFL paper 600, TOEFL Internet 100, under the condition of minimum sub scores of 6.0 IELTS, 20 TOEFL Internet or 54 TOEFL paper for all test components.
- 5.2.3.3 As further clarification of Article 2.8 concerning command of the language of instruction, a student who is not a native Dutch speaker and who wishes to be admitted to a Dutch-taught master's programme must have passed TUL-halfgevorderd (equivalent to state examination NT2-II) or TUL-gevorderd.

Article 5.2.4 Qualitative admission requirements

5.2.4.1 In addition to the requirements (cf art. 5.2.1 first bullet) to the master's specialisation 'Straf- en strafprocesrecht' [Criminal Law] additional entry requirements are applicable to the following bachelor specialisations:

specialisation Law and Economics,
specialisation Entrepreneurship and Management⁵⁶, and
specialisation (Law) International Business Law:

the prior (bachelor) education must contain:

- regarding students whose education has begun prior to the 1th of September 2013 the bachelor course component 'Straf- en strafprocesrecht' of 10 ECTS, and;
- regarding students whose education has begun on or after the 1th of September 2013 the bachelor course component 'Strafprocesrecht' of 10 ECTS.

5.2.4.2.1 In addition to the requirements contained in 5.2.1 or 5.2.2, pursuant to article 7.30b second paragraph of the Act, the following qualitative admission requirements apply for the master's specialisation Public International Law:

- Motivation letter
- CV
- List of grades
- Two letters of recommendation

5.2.4.2.2 If article 5.2.4.2.1 is applicable, the following method shall apply when processing the admission requirements:

- Diploma: it will be checked whether the diploma is the equivalent of a bachelor's degree from a Dutch academic university;
- List of grades: the programme content of the prior education will be checked to assess whether the student has sufficient prior knowledge of the relevant field of law for the master's programme;
- Motivation letter: it will be checked whether the student has sufficient affinity with the master's programme and whether the student is capable of expressing themselves in a coherent manner and in correct English;
- CV: this is examined to determine the student's prior knowledge. Relevant extra-curricular law-related activities such as internships, moot courts and voluntary work will be assessed to determine experience and affinity with the programme;

⁵⁶ Prior to 1 September 2017: specialisation Law and Business Studies.

- Letters of recommendation: these support the overall assessment with regard to the required prior knowledge and affinity with the programme.

5.2.4.2.3 If article 5.2.4.2.1 is applicable, the following deadlines apply in relation to the admission requirements:

- The deadline is 1 April for September applicants who require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The deadline is 15 June for September applicants who do not require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The final deadline is 31 August for September applicants with a bachelor's degree in law from Leiden University.
- The deadline is 15 October for February applicants who require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The deadline is 1 December for February applicants who do not require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The final deadline is 31 January for February applicants with a bachelor's degree in law from Leiden University.

5.2.4.3.1 In addition to the requirements contained in 5.2.1 or 5.2.2, pursuant to article 7.30b second paragraph of the Act, the following qualitative admission requirements apply for the master's specialisation European Law:

- Motivation letter
- CV
- List of grades
- Two letters of recommendation

5.2.4.3.2 If article 5.2.4.3.1 is applicable, the following method shall apply when processing the admission requirements:

- Diploma: it will be checked whether the diploma is the equivalent of a bachelor's degree from a Dutch academic university;
- List of grades: the programme content of the prior education will be checked to assess whether the student has sufficient prior knowledge of the relevant field of law for the master's programme;
- Motivation letter: it will be checked whether the student has sufficient affinity with the master's programme and whether the student is capable of expressing themselves in a coherent manner and in correct English;
- CV: this is examined to determine the student's prior knowledge. Relevant extra-curricular law-related activities such as internships, moot courts and voluntary work will be assessed to determine experience and affinity with the programme;
- Letters of recommendation: these support the overall assessment with regard to the required prior knowledge and affinity with the programme.

5.2.4.3.3 If article 5.2.4.3.1 is applicable, the following deadlines apply in relation to the admission requirements:

- The deadline is 1 April for September applicants who require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The deadline is 15 June for September applicants who do not require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The final deadline is 31 August for September applicants with a bachelor's degree in law from Leiden University.
- The deadline is 15 October for February applicants who require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The deadline is 1 December for February applicants who do not require a visa, residence permit or accommodation via the Leiden University Housing Office.
- The final deadline is 31 January for February applicants with a bachelor's degree in law from Leiden University.

5.2.4.4 For qualitative admission requirements for the master's specialisation Encyclopedie en Filosofie van het Recht see the Dutch Course and Examination Regulations ('OER Master Rechtsgeleerdheid').

5.2.5 [Not applicable]

Article 5.3 Deficiencies (*Students with a divergent bachelor's degree*)

5.3.1 Students who have obtained a bachelor's degree from an academic university other than the one mentioned in article 5.2.1, but who lack up to 15 required ECTS credits (from the degree as meant in article 5.2.1), may be admitted to the programme provided the missing credits are obtained within a reasonable time.⁵⁷

5.3.2.1 Student who have deficiencies as referred to in article 5.3.1 may follow the course, after being admitted to the programme, but they may not take final examinations or course examinations which are specified by or on behalf of the Faculty Board in the decision to allow admission.

5.3.2.2 The deficiencies as indicated in article 5.3.1 must be surpassed before:

- a. the student may obtain supervision for the thesis;
- b. a grade may be awarded for the thesis.

5.3.3 [Not applicable]

5.3.4 If a student is admitted to the programme on the basis of article 5.3.1 the examinations that must still be passed to meet the admission requirements cannot be part of the curriculum of the master's programme.

[Article 5.4 Officially the content of article 5.0-5.4 has been discontinued. However, as a transitional regulation this article applies to a limited extent.] (*Bridging Programme*)⁵⁸ [in Dutch only]

5.4.1 *De opleiding heeft voor daartoe toegelaten studenten hbo-rechten van de Haagse Hogeschool en de Hogeschool Leiden het volgende schakelprogramma van 70 ECTS ingericht om deficiënties weg te nemen:*⁵⁹

Eerste component/gedeelte schakelprogramma:

1. Staats- en bestuursrecht (10 ec)
of Staatsrecht (5 ec) en Bestuursprocesrecht (5 ec)
2. Ondernemingsrecht (10 ec)
of Onderneming en recht (10 ec)
3. Europees recht (5 ec)
4. Goederenrecht (5 ec)
5. Rechtsfilosofie (10 ec)
of Rechtsfilosofie I (5 ec) en Rechtsfilosofie II (5 ec).

Tweede component/gedeelte schakelprogramma:

6. Verbintenissenrecht (10 ec)
7. Straf- en strafprocesrecht (10 ec)
of Materieel strafrecht (10 ec) en Strafprocesrecht (10 ec)
8. Internationaal recht (5 ec)
9. Burgerlijk procesrecht (5 ec).

⁵⁷ This article does not apply if the deficiency concerns a core course.

⁵⁸ This option has been phased out and only operates now as a transitional arrangement for certain students who had been admitted previously.

⁵⁹ (In Dutch only) Het schakel-(talent)programma omvat de negen vakken van in totaal 70 ec. De 1^e component van 5 vakken van 40 ec is ondergebracht in het onderwijsprogramma van het 2^e t/m 4^e jaar van de hbo-rechten opleiding van de HHS en HSL (en moet dus zijn behaald bij het afstuderen hbo-rechten). Na het behalen van die vakken met (c.q. in) de studie hbo-rechten wordt de overige 30 ec de tweede component, gevormd door een (aanvullend post-libo-) programma van één semester c.q. een half jaar aan de rechtenfaculteit. Daarna kan een student instromen in de master Rechtsgeleerdheid.

Chapter 6 – Student guidance and support

Article 6.1 Student progress

6.1.1 The Faculty Board⁶⁰ keeps records of individual student results.

6.1.2 Students may inspect their results in the student progress system at any time.⁶¹

Article 6.2 Introduction and student guidance

The department is responsible for an introduction to the programme and for student guidance.

Article 6.3 Supervision of the master's thesis

6.3.1 Together with the first reader/supervisor the student draws up a planning for the thesis as referred to in article 3.3.2. This plan is based on the study load set for this particular course component in the e-Prospectus.

6.3.2 The planning referred to in article 6.3.1 includes details on the manner and frequency of thesis supervision.

Article 6.4 Professional sports

Students who play sports at competitive professional level are offered the opportunity to adjust their study programme to their sporting activities as much as possible (that is as reasonably practicable). The programme follows the guidelines drawn up by the university's Executive Board to determine who belongs to this category.⁶²

Article 6.5 (Permanent) Disabilities or chronic illness

Students suffering from a disability or a chronic illness are offered the opportunity to adjust their study programmes to compensate for any limitations, as reasonably practicable. These adjustments will be made as much as possible in accordance with the limitations resulting from their disability or illness but may not effect the quality of level of difficulty of a course unit or the examination programme.⁶³

Article 6.6 Stay abroad and traineeship

For students who as a result of a stay abroad or traineeship which was approved of by the Board of Examiners may suffer from a demonstrable delay in their studies, measures - as far as reasonably practicable - will be taken to limit the delay.

⁶⁰ This means: The student administration centre ("OIC").

⁶¹ Via uSis students can see their study results throughout the whole year. If necessary a print can be provided at the request of the faculty or the student.

⁶² These adjustments will be made as much as possible in accordance with the limitations resulting from the professional sport but may not affect the quality of level of difficulty of a course unit or the examination programme.

⁶³ See the website: <https://www.organisatiegids.uuiversiteitleid.nl/en/regulations/general/protocol-studying-with-a-disability>.

Chapter 7 – Evaluation of the programme⁶⁴

Article 7.1 Evaluation of the programme

The programme is evaluated, among other ways, through:

- the annual course evaluations of the master's programme course components;
- the annual evaluations of lecturing staff and the corresponding annual teaching prize (the JSVO teaching prizes, the so-called vote for the best lecturer);
- the programme exit-survey completed by students who have newly graduated;
- the alumni-survey completed by graduates;
- the annual programme reports;
- *in the context of accreditation*: by noting critical points of self-reflection, the mid-term review and the institutional review;
- ad hoc (project) evaluations carried out by Faculty Board.

The Programme Director will inform the Programme Committee about the outcomes of the evaluation.

⁶⁴ Up to the academic year 2016-2017 Chapter 7 of the OER had the title 'Transitional Provisions'. The content of this chapter has been moved to article 8.3.2.

Chapter 8 – Final provisions

Article 8.1 Amendments

- 8.1.1 Amendments to these regulations are implemented by decision of the Faculty Board with the prior consent of the Faculty Council [*Faculteitsraad*] or the departmental committee [*Opleidingscommissie*] (depending on the topics concerned).⁶⁵
- 8.1.2 Amendments to these regulations that apply to a particular academic year must be implemented prior to the beginning of that year and published in the prescribed manner, unless an earlier implementation of an amendment to the regulations is strictly necessary and in all reasonableness does not harm students' interests.
- 8.1.3 Any amendment to the regulations may not adversely affect any prior decision pertaining to students taken by the Board of Examiners on the basis of these regulations.

Article 8.2 Publication

The Faculty Board ensures publication of these regulations, of the Examination Rules and Regulations set by the Board of Examiners, and of any amendment to these documents via the e-Prospectus and/or the university website.

Article 8.3 Period of applicability OER and transitional arrangements

- 8.3.1 The Course and Examination Regulations apply for the period of one academic year.
- 8.3.2 In the event one or more course components that constitute part of the compulsory course components (cf. art. 3.1.1) at the time of the enrolment of the student for the programme are no longer offered, a transitional arrangement can be established for these course components. Where necessary, the exam commission will designate replacement course components.⁶⁶

Article 8.4 Effect

These regulations will enter into effect on 1 September 2019.

⁶⁵ In accordance with the powers of the Faculty Council and the departmental committee [*Opleidingscommissie*] as outlined in articles 9.38 and 9.18 respectively of the Act.

⁶⁶ If necessary, course components are designated that are offered by a different institution. Transitional arrangements can be consulted via the website.

Appendices – Topics referring to related and secondary documentation

(Overview of) topics referred to in the relevant articles:

0. The Course and Examination Regulations can be found at the website.
1. Compulsory course components (courses) – including study load and level (article 3.1)
2. Course components (courses) containing a practical assignment (articles 3.3 and 1.2 under l).
3. Methods of assessment (article 4.3).
4. Course components (courses) involving oral examinations in group-format (article 4.4).

Ad 1-4:

The above curriculum and course information can be found in the e-Prospectus (<https://studiegids.leidenuniv.nl/en/>), via the programme links on the master's website, at <https://studiegids.leidenuniv.nl/en/studies/masters/>

5. Regulations concerning the master's thesis (article 3.3.2) are included in the latest version of the thesis manual, and can be found at the course descriptions (Thesis Master of Law) in the e-Prospectus.

In addition, the regulations of the Board of Examiners are in effect, as included in the Examination Rules and Regulations (see below under 7).

6. Examination dates

These are included in the faculty examination calendar at <http://www.leidenuniv.nl/rechten/osi/tntkal/>

7. Examination Rules and Regulations for the master's degree programmes Leiden Law School (articles 4.5.1 and 4.5.2)

This information can be found on the website.

THE END