



Universiteit Leiden

Faculty of Science

Course and Examination Regulations

Master's Programmes

valid from September 01, 2014

These course and examination regulations have been drawn up in accordance with Section 7.13 of the Higher Education and Research Act [*Wet op het hoger onderwijs en wetenschappelijk onderzoek*] (*WHW*)¹ and additional quality marks as set out in the framework document Leiden University Register of Study Programmes [*Leids universitair register opleidingen*].

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, if necessary, adjustment of the study load, the time it takes students to comply with the regulations. In conformity with Section 9.18 of the Act, the Department Teaching Committees are assigned the task of assessing how the course and examination regulations are implemented.

Contents

1. General Provisions
2. Description of the Programme
3. Curriculum
4. Examinations, the Final Examination and Further Education
5. Admission to the Programme
6. Student Counselling and Student Advice
7. Transitional Provisions
8. Final Provisions

Appendix 1: Master Degree Programmes

Appendix 2: e-Prospectus

1. The Dutch Higher Education and Research Act [*Wet op het hoger onderwijs en wetenschappelijk onderzoek*] came into effect on 1 September 1993. It is sometimes referred to by its acronym *WHW*.

Chapter 1 General Provisions

Article 1.1 Scope of the Regulations

These regulations apply to the teaching and examinations of the master's degree programmes in:

- a. Mathematics;
- b. Computer Science;
- c. ICT in Business;
- d. Media Technology;
- e. Astronomy;
- f. Physics;
- g. Chemistry
- h. Bio-Pharmaceutical Sciences;
- i. Biology;
- j. Life Science & Technology.

The programmes are offered by the Faculty of Science of Leiden University, hereinafter referred to as: the Faculty.

Article 1.2 Definitions

In these regulations the following definitions apply:

- a. Board of Admissions: the committee that, under the aegis and on behalf of the Faculty Board, and in accordance with the admission requirements, advises which students are to be admitted to the programme;
- b. Board of Examiners: the Board of Examiners of the programme, established and appointed in accordance with Section 7.12a of the Act;
- c. component: a study unit of the programme as defined in Section 7.3 of the Act. The course load of each component is expressed as whole credits. Every component involves an examination;
- d. credit: the unit expressing the course load of a course component pursuant to the Act. According to the ECTS one credit equals 28 hours of studying;
- e. diploma: a, by the Board of Examiners, awarded document (certificate) which provides proof that the final examination of said programme has been successfully completed (as referred to in Article 7.11 of the Act). It is recorded on the diploma which programme has been delivered; which components were part of the final examination; which degree has been awarded; the date of accreditation of the programme; and, if applicable, which qualification is attached to the final examination.
- f. European credit (EC): the unit expressing the course load of a course component pursuant to the Act. According to the European Credit Transfer System one EC equals 28 hours of studying;
- g. E-prospectus: The e-prospectus containing specific and binding information about the programme. The e-prospectus is included as an attachment to these regulations.

- h. examination [*tentamen*]²: an evaluation of the knowledge, understanding and skills of the student with respect to a particular component, and an assessment thereof, in accordance with Section 7.10 of the Act, by at least one examiner appointed for this purpose by the Board of Examiners;
- i. examiner: the person appointed by the Board of Examiners to conduct examinations, in accordance with Section 7.12c of the Act;
- j. Executive Board: The Executive Board is responsible for the daily management of Leiden University and is in charge of all administrative affairs, the management of the university;
- k. final examination [*examen*]²: the interim examinations [*tentamens*] linked to the components of the programme, including, where the Board of Examiners has so decided, an examination in accordance with Section 7.10 (1) performed by the board itself;
- l. Leiden University Register of Study Programmes [*Leids universitair register opleidingen*]: register³ of the programmes offered by Leiden University, kept under supervision of the Executive Board, referred to in Section 7 of the Executive and Management Regulations;
- m. level: the level of a component according to the abstract structure as defined in the framework document of the Leiden University Register of Study Programmes;
- n. practical: practical assignment as defined in section 7.13 (2) (d) of the Act, in one of the following forms:
- the writing of a thesis;
 - the writing of a paper, the design and implementation of a project, or the creation of a technological design,
 - the implementation of a research assignment;
 - carrying out a literature study;
 - the participation in fieldwork or an excursion;
 - the completion of a traineeship;
 - carrying out tests and experiments, or
 - the taking part in another educational activity aimed at acquiring particular skills;
- o. programme: a coherent set of components, aimed at the realisation of well-defined goals in the area of knowledge, understanding and skills that a graduate of the programme is supposed to have acquired. Each programme ends with a final examination.;
- p. student: a person registered with Leiden University for the purpose of taking courses, and/or the sitting of examinations and the taking of examinations of the programme;
- q. the Act: the Higher Education and Research Act [*Wet op het hoger onderwijs en wetenschappelijk onderzoek*] (WHW).
- r. working day: Monday to Friday, excluding public holidays;

Other terms have the meaning given to them by the Act.

-
2. The *examen* is actually 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*'.
3. The framework document *Leids universitair register opleidingen* [Leiden University Register of Study Programmes] can be found at the following website: www.onderwijs.leidenuniv.nl/onderwijsbeleid

Article 1.3 Codes of Conduct

1.3.1 The Code of Conduct for Teachers and Students in ICT supported Education [*Gedragcode docenten en studenten binnen ICT en onderwijs*]⁴ shall apply to the programme and its courses.

1.3.2 The Code of Conduct relating to the Behaviour of Teachers and Students⁵ applies and is intended to create a framework for a good, safe and stimulating work and study environment within Leiden University, in which teachers and students associate with each other respectfully and in which mutual acceptance and trust are important values.

4. The Code of Conduct for Teachers and Students in ICT supported education [*Gedragcode docenten en studenten binnen ICT en onderwijs*] was adopted by the Executive Board on 30 June 2005 and can be found at the following website: www.regulations.leiden.edu/education-students/code-of-conduct-in-ict-supported-education.html

5. The Code of Conduct for the Behaviour of Teachers and Students was adopted by the Executive Board on 19 October 2010 and can be found at the following website: <http://media.leidenuniv.nl/legacy/gedragcode-omgangsvormen.pdf>

Chapter 2 Description of the Programme

Article 2.1 Objectives of the Programme

The programme has the following objectives:

To impart sufficient knowledge, understanding and skills as to enable the graduate to contribute independently, at an academic level and in an original manner to recognizing, coming up with and solving issues in an area of the natural sciences, to discuss this contribution with colleagues, to inform non-specialists in a clear and unambiguous manner on conclusions and considerations that form the foundation of the study, and to successfully follow a PhD programme within the discipline and its marginal areas.

In terms of structure, final qualifications and other quality marks the programme meets the provisions of “The Leiden University Register of Study Programmes”.

Article 2.2 Specialisations

The programmes offer specialisations as described in Appendix 1 to these regulations.

Article 2.3 Achievement Levels

The following achievement levels apply with regard to the programme:

- a. theoretical and/or practical skills in more than one specialist area of the discipline such that (s)he can carry out research under overall supervision;
- b. the ability to make an independent analysis of scientific problems, analysis of relevant specialist literature, formulate verifiable hypotheses, and set up and carry out research and critical reflection on one's own research and that of others;
- c. the ability to interrelate and integrate various areas of the discipline;
- d. the ability to present clearly, verbally as well as in writing, one's own research results, and the ability to communicate with colleagues and to present his/her research results as a contribution to a congress or as (part of) a scientific publication;
- e. sufficient understanding of the social role of the natural sciences to be able to reflect upon them and in part consequently to come to an ethically sound attitude and corresponding execution of one's professional duties.

For the master specialisations Science Based Business, Science Communication & Society and Education, the following achievement levels apply:

Science Based Business specialisation:

- a. knowledge and understanding of science- and research-driven business and initiation in business disciplines most relevant to working in this business;
- b. the ability to make a plan for a new business or an innovation project;
- c. experience with performing business activities in an existing or directed towards setting up a new company or organisation.

Science Communication & Society specialisation:

- a. knowledge and understanding of modern information and communication technology;
- b. experience in science communication;
- c. knowledge of ethical, historical and social aspects in the area of the natural sciences.

Education specialisation:

- a. all qualifications necessary for teaching all years of secondary education and technical and vocational training (for 16-18 year-olds);
- b. an approach to education/teaching taking into account the relationship between school and society and with respect for the moral values that are accepted in our multiform society.

Article 2.4 Structure of the Programme

The programme offers full-time tuition only.

Article 2.5 Study Load

The course load of the programme is 120 credits.

Article 2.6 Start of the programme; Uniform Structure of the Academic Year

The programme can start throughout the year, unless stated otherwise in Appendix 1. As to taught courses, the programme is based on the uniform structure of the academic year, with the academic year being divided into semesters⁶.

Article 2.7 Final Examinations

The programme includes a final examination.

Article 2.8 Language of Instruction

In compliance with the Code of Conduct regarding Foreign Languages [*Gedragscode Voertaal*⁷] the language of instruction and examination in the programme is English.

The language of instruction and examination in the master specialisations Education, Science Communication & Society and Industrial Pharmacy (of the master's programme Bio-Pharmaceutical Sciences) is Dutch. Students are expected to have an adequate command of the language(s) of instruction of the programme.

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 with regard to education set out in the framework document Leiden University Register of Study Programmes.

6. The uniform structure of the academic year and the explanatory notes to the new semester structure were adopted by the Executive Board on 14 October 2004 and reviewed on 12 January 2010.

7. The Code of Conduct regarding Foreign Languages [*Gedragscode voertaal*] was adopted by the Executive Board on 11 July 2002 and can be found at the following website: www.reglementen.leidenuniv.nl/legacy/language_of_instruction.pdf

Chapter 3 Curriculum

Article 3.1 Compulsory Components

3.1.1 The programme includes compulsory components (including the master's thesis [*afstudeerverslag*]). These components are listed in Appendix 1 to these regulations. The study load (in credits) and level⁸ have been stated for each of the components.

3.1.2 The e-prospectus will include more detailed information on the study load, the level, the content and structure of the curriculum components.

Article 3.2 Freedom of Choice

3.2.1 In addition to the components referred to in 3.1.1 each programme offers students to select optional components.

3.2.2 The choice of components requires the approval of the Board of Examiners.

3.2.3 In addition to the components taught at this university optional courses may also include, subject to the approval of the Board of Examiners, components offered by other Dutch universities or a foreign university or another legal entity offering accredited programmes (for first-degree programmes).

3.2.4 A student who is enrolled for the programme can, with the permission of the most apt Board of Examiners, put together a programme consisting of components which are taught by an institution to which a final examination is attached. In granting permission, the Board of Examiners will also indicate under which programme of the institution this programme is intended to fall.⁹

3.2.5 A maximum of 12 EC of the entire curriculum may consist of components with a level less than 400.

Article 3.3 Practicals

3.3.1 The e-prospectus lists for each component which practicals they include, stating the nature and the student's workload for these practicals, as well as whether participation in these practicals is mandatory for entry to the examination of the component.

The Board of Examiners may grant exemption from a practical; in that case, the board may or may not impose alternative requirements.

3.3.2 Appendix 1 to these regulations specifies the size and study load of the master's thesis. Furthermore, the e-prospectus specifies the criteria with which the thesis or the traineeship report must comply, as well as the relevant procedures, including the way in which the supervisor is appointed and a substitution is made if a supervisor is no longer able to perform his tasks as such.

Article 3.4 Participation in Courses

Participation in courses takes place in order of registration, with the provision that students who are registered in a programme are guaranteed access to the obligatory courses of that programme.

8. In accordance with 'abstract structure' as described in the framework document Leiden University Register of Study Programmes, which can be found at the following website: www.onderwijs.leidenuniv.nl/onderwijsbeleid.

9. In accordance with Section 7.3d of the Act ('free programme in Academic Education').

Article 3.5 **Recording Lectures**

3.5.1 Students are not allowed to make any audio or video recordings of lectures without explicit prior permission from the relevant lecturer and MSc programme. 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 prohibited from all forms of duplication or publication of course materials without prior consent of the MSc programme. The materials are for students' own use only.

Chapter 4 Examinations, the Final Examination and Further Education

Article 4.1 Frequency of Examinations

4.1.1 For each component, examinations will be held twice per academic year. If the student needs an extra opportunity in order to avoid a delay in completing the degree, a request to do so can be submitted to the Board of Examiners.

4.1.2 If a component contains a practical part, students may only sit the examination as referred to in paragraph 4.1.1 if they have successfully completed the practical, unless the Board of Examiners provides otherwise.

4.1.3 If the mark for a component results from several partial marks, it is possible to deviate from the number of examinations as referred to in 4.1.1. When applicable, this is stated in the e-prospectus.

4.1.4 In accordance with Section 7.13 (2) (h) of the Act, the e-prospectus specifies the dates of the examinations.

4.1.5 The student is expected to sit the examination at the first occasion after the course has ended, unless the Board of Examiners in individual cases decides otherwise.

4.1.6 Admission to a second opportunity to sit the examination can be subjected to certain conditions. These conditions are specified in the Rules and Regulations of the Board of Examiners.

4.1.7 In special cases, the Board of Examiners may allow for an additional resit, at the student's request.

4.1.8 *[Not applicable]*

Article 4.2 Obligatory Order

4.2.1 The Rules and Regulations of the Board of Examiners specifies which components with their attendant examinations cannot be sat before the examinations of one or more other components have been successfully completed.

4.2.2 For the components and their attendant examinations which must be completed in a given sequence, the Board of Examiners may in special cases, and upon motivated written request of the student, decide on a different sequence.

Article 4.3 Methods of Assessment and Examination Formats

4.3.1 The e-prospectus states whether assessment may take place by means of either a written or an oral examination or a skills test.

4.3.2 In special cases, on request of the student, the Board of Examiners may allow the student to sit the examination in a manner that deviates from the one prescribed in the e-prospectus.

4.3.3 Students with a disability may sit examinations in a manner that has been adjusted to their particular disability, in order to accommodate their disability as much as possible. These adjustments may not affect the quality or level of difficulty of the 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.

4.3.4 The Board of Examiners decides upon requests to adjust the manner in which examinations are sat.

4.3.5 The examinations shall comply with the code of conduct on the language of instruction and examination [*Gedragcode voertaal*].

4.3.6 Students will be assessed on an individual basis if a component involves presentations, research, reports or other course activities that require students to work in groups.

4.3.7 *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 provided otherwise.

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 objects.

Article 4.5 Rules 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 – the Rules and Regulations of the Board of Examiners – concerning the execution of their tasks and responsibilities and the measures they can take in this respect.

4.5.2 The Board of Examiners ensures the right of the student to appeal against decisions of the Board itself or the examiners.

4.5.3 In addition, the Board of Examiners is responsible for formulating a procedure for the appointment of the thesis supervisor (and a second supervisor /referee), as well as the procedure regarding the assessment of the master's thesis and how the responsibilities, including the determining of the mark, are divided between the thesis supervisor and the second supervisor / referee.

Article 4.6 Assessment

4.6.1 Immediately after the oral examination, the examiner shall inform students of their result and hand them a written notification of that result.

4.6.2 Within fifteen working days after the date of the examination, the examiner shall mark any written or other test and provide the Graduate School Office of the faculty with the information necessary to present the student with a written notification of the result of the examination.

The examiner will evaluate a practical within fifteen working days of the day on which the student took part in the final component or that he submitted a report of the work to the examiner.

The Graduate School Office is responsible for registration and publication of the results within 5 working days of the day it has been received.

4.6.3 If the examiner is unable to comply with the period of 15 working days specified in article 4.6.2, the student shall be notified thereof within said time limit. The student shall also be informed of the relevant procedure in such cases. If necessary the date for the resit will be rescheduled in order to give the student sufficient preparation time.

4.6.4 The result of the examination shall be expressed as a whole or half number between 1.0 and 10.0, including both limits. The result shall not be expressed as a 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 may qualify as the successful completion of an examination in the sense of Article 7.10 of the Act.

4.6.7 The written or electronic notification of the examination result shall inform students of their right to view their marked examination scripts – referred to in Article 4.8 below which provides for the access of students to examination scripts – and of appeals procedure.

4.6.8 The Board of Examiners formulates regulations which specify the conditions under which the Board may exercise its authority as specified in Section 7.12b (3) of the Act to determine that not every examination needs to be successfully completed and/or what the conditions are under which the results of partial examinations can compensate for one another. These regulations are included in the Rules and Regulations of the Board of Examiners.

Article 4.7 Period of Validity of Results

4.7.1 Every examination and exemption granted has a validity period of 5 years.

4.7.2 The Board of Examiners may, in accordance with the guidelines it has formulated, and at the request of the examination candidate, extend the period of validity (Article 4.11 of the Rules and Regulations of the Board of Examiners).

Article 4.8 Access to Marked Examination Scripts and Evaluation

4.8.1 Students have the right to view their marked examination script, at their request, within a period of at least thirty days following the publication of the results of the written examination.

4.8.2 During the period referred to in 4.8.1, the examination questions and assignments, as well as – if possible – the marking criteria may be inspected.

4.8.3 The marked test will be evaluated with the examiner if the student so requests. An opportunity for evaluation will be announced together with the examination results.

4.8.4 The Board of Examiners is authorised to decide whether the test will be evaluated collectively or individually.

4.8.5 The Board of Examiners determines where and when the evaluation will take place.

4.8.6 Students who, due to circumstances beyond their control, are unable to attend the evaluation referred to in paragraph 4.8.5 shall be granted another opportunity for evaluation, if possible within the period referred to in 4.8.1.

Article 4.9 Exemption from Examinations and/or Practicals

At the student's request and after consultation with the examiner involved, the Board of Examiners may grant the student exemption from one or more examinations or practicals under the following conditions:

- The student has successfully completed, at a university or an institute of higher professional education, one of a programme's components that is similar in content and level to the component for which the student requests exemption;
- The student has demonstrated, through relevant work or professional experience, sufficient skills and knowledge in relation to the component.

Article 4.10 The Final Examination

4.10.1 The student is awarded a diploma by the Board of Examiners when all tests have been passed. Furthermore, the student must have earned a bachelor's degree as referred to in Article 5.2, or possess proof of admission as referred to in Article 5.1.

4.10.2 The Board of Examiners is entitled to perform an additional test of the knowledge, understanding and skills of the examination candidate and assess the results.

4.10.3 Graduation does not take place before the Executive Board has declared that all procedural requirements have been met. For each programme, no more than one diploma will be awarded. It is recorded on the diploma that the programme or the specialisation has been delivered by Leiden University.

4.10.4 Pursuant to the regulation referred to in Section 7.11 (3) of the Act the student who is entitled to graduate may ask the Board of Examiners to postpone the event, as long as the enrolment period for the programme in question has not exceeded the nominal duration of studies plus one year.

4.10.5 This request must at the latest be submitted within five working days of the student receiving his or her examination results. In this request the student must state when he or she wishes to graduate.

4.10.6 The Board of Examiners can also approve the request if not approving it would lead to extreme unfairness.

4.10.7 A supplement written in English complying with the agreed European standard format and a Latin certificate are attached to the degree certificate.

4.10.8 Graduation will take place at least two times per academic year on dates set by the Board of Examiners.

Article 4.11 The Degree

4.11.1 The degree of Master of Science is awarded to those who have passed the final examination of the programme.

4.11.2 The degree certificate states the degree awarded.

Article 4.12 Distinctions

4.12.1 The Board of Examiners may attach a distinction to the result of a final examination.

4.12.2 The distinction is determined on the basis of the weighted average of all the components, with the exception of the components for which an exemption was granted and components for which the student only obtained proof of attendance.

4.12.3 The weighted average of all grades is determined by multiplying the number of study credits (EC) of each component by the highest grade awarded for this component, then adding these up, and finally dividing the result by the number of study credits obtained.

4.12.4 The diploma and the diploma supplement will contain the 'cum laude' distinction if the following conditions are met:

- all courses were completed with a minimum grade of 7.0;
- the weighted average of the student is 8.0 or higher;
- the student has taken part in no more than 2 resits;
- the (weighted average) grade for the (major) research project (incl. master's thesis and oral presentation) is 8.0 or higher; and
- the master's final examination was completed within three years.

4.12.5 The diploma and diploma supplement will contain the 'summa cum laude' distinction if the following conditions are met:

- all courses must be completed with a minimum grade of 8.0;
- the student must have a weighted average grade of 9.0 or higher;
- the student has taken part in no more than 2 resits;
- the (weighted average) grade for the (major) research project (incl. master's thesis and oral presentation) is 9.0 or higher; and
- the master's final examination was completed within three years.

4.12.6 Other considerations may play a role in determining whether a student is awarded a distinction. Examples include such aspects as the development of the student throughout his/her 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 a student was found guilty of fraud in the course of his or her studies, he or she will not be awarded a distinction.

4.12.8 The distinction awarded by the Board of Examiners may not deviate by more than 0.5 credits from the distinction indicated by the weighted average.

Article 4.13 Further Education

Persons awarded a master's degree are eligible to pursue a doctorate (PhD programme).

Chapter 5 Admission to the Programme

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 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.¹⁰

Article 5.2 Admission to the Academic Year 2014-2015

5.2.1 Without prejudice to the stipulations of Article 5.1.1 regarding maximum capacity, persons who are in possession of (one of) the following degree(s) are granted direct admission to the programme:

Mathematics

- A Bachelor's degree from the programme Mathematics of Leiden University or any other Dutch university

Computer Science

- A Bachelor's degree from the programme Computer Science of Leiden University

ICT in Business

- A Bachelor's degree from the programme Computer Science of Leiden University

Astronomy

- A Bachelor's degree from the programme Astronomy of Leiden University

Physics

- A Bachelor's degree from the programme Physics of Leiden University

Chemistry

- A Bachelor's degree from the programme Molecular Science & Technology of Leiden University and Delft Technical University

Bio-Pharmaceutical Sciences

- A Bachelor's degree from the programme Bio-Pharmaceutical Sciences of Leiden University

Biology

- A Bachelor's degree from the programme Biology of Leiden University

Life Science & Technology

- A Bachelor's degree from the programme Life Science & Technology of Leiden University and Delft Technical University

5.2.2 Without prejudice to the stipulations in Article 5.1.1 regarding maximum capacity, persons who do not meet the entry requirements set in 5.2.1 will be granted admission according to the requirements as laid down in Appendix 1.

10. The Regulations for Admission to Master's Programmes of Leiden University was established by the Executive Board on 27 April 2005 and modified by degree on 20 December 2005 and 6 March 2007; it can be found on the following website: www.reglementen.leidenuniv.nl/onderwijs-onderzoek/regeling-toelating-masteropleidingen.html

5.2.3 In addition to the requirements set out in 5.3.2, the additional entry requirements which apply to the specialisations are laid down in Appendix 1.

Article 5.3 Admission to the Academic Year 2015-2016

5.3.1 Without prejudice to the stipulations of Article 5.1.1 regarding maximum capacity, persons who are in possession of (one of) the following degree(s) are granted direct admission to the programme:

Mathematics

- A Bachelor's degree from the programme Mathematics of Leiden University or any other Dutch university

Computer Science

- A Bachelor's degree from the programme Computer Science of Leiden University

ICT in Business

- A Bachelor's degree from the programme Computer Science of Leiden University

Astronomy

- A Bachelor's degree from the programme Astronomy of Leiden University

Physics

- A Bachelor's degree from the programme Physics of Leiden University

Chemistry

- A Bachelor's degree from the programme Molecular Science & Technology of Leiden University and Delft Technical University

Bio-Pharmaceutical Sciences

- A Bachelor's degree from the programme Bio-Pharmaceutical Sciences of Leiden University

Biology

- A Bachelor's degree from the programme Biology of Leiden University

Life Science & Technology

- A Bachelor's degree from the programme Life Science & Technology of Leiden University and Delft Technical University

5.3.2 Without prejudice to the stipulations in Article 5.1.1 regarding maximum capacity, persons who do not meet the entry requirements set in 5.2.1 will be granted admission according to the requirements as laid down in Appendix 1.

5.3.3 In addition to the requirements set out in 5.3.2, the additional entry requirements which apply to the specialisations are laid down in Appendix 1.

Article 5.4 Deficiencies

5.4.1 Students who possess a bachelor's degree or an equivalent diploma but who nevertheless still have a deficiency of no more than 15 credits, can be admitted to the programme if it can be reasonably expected that they will be able to meet the admission requirements within a reasonable period of time.

5.4.2 Students who still have deficiencies as referred to in 5.4.1 may participate in the programme after admission, but will not be allowed to sit examinations nor the tests named by the Faculty Board when granting admission to the programme.

5.4.3 For the admission referred to in paragraph 5.4.1, the Board of Admissions will formulate a catching up programme with examination opportunities.

5.4.4 If on the grounds of 5.4.1, a student is admitted to the programme, the tests which must be completed in order to fulfil the entry requirements do not in any way form part of the curriculum of the master's programme.

5.4.5 In special cases the Faculty Board can admit to the masters programme a student who is preparing for the final examination of the bachelor's programme at the student's request if reasons beyond his or her control hampered his or her progress and a disproportionate study delay would arise if he or she were not allowed to start the master's programme.

5.4.6 The Faculty Board considers the request on the basis of the rules in Article 2.5, second paragraph of the Regulations for Admission to the Master's Programmes.

5.4.7 Once the student has passed the final examination of the bachelor's programme, the conditional admission will be converted into a definitive admission.

5.4.8 Students who are considering appealing to the hardship clause must submit the request to the Faculty Board at least one month before the desired starting date of the programme.

Article 5.5 **Bridging Programmes**

5.5.1 The department can compile an individual bridging programme in order to remedy deficiencies in the prior education of the candidate.

5.5.2 If a student is admitted to the programme under paragraph 5.4.1, tests that are taken in order to meet the admission requirements cannot be part of the curriculum of the master's programme.

Chapter 6 Student Counselling and Study Advice

Article 6.1 Student Progress Report

6.1.1 The Graduate School Office of the Faculty keeps records of the study results of individual students.

6.1.2 Throughout the year, the Graduate School Office provides each student with an electronic overview of the study results. An authorised copy of the results can be obtained – on request – at the Graduate School Office.

6.1.3 If, in the opinion of the department, the student is seriously lagging behind compared with the required study progress, the department will draw the student's attention to the possibility of support in formulating a study plan.

Article 6.2 Introduction and Student Counselling

The Graduate School provides an introduction and student counselling for all students.

Article 6.3 Supervision of the Master's Thesis

6.3.1 The student makes a plan for the final assignment together with the supervisor referred to in 3.3.2. This plan is based on the study load specific for this component in Appendix 1 referred to in paragraph 3.3.2.

6.3.2 The plan referred to in 6.3.1 also specifies the frequency and manner of supervision.

Article 6.4 Professional Sports and other Cultural or Social Activities

6.4.1 Students who play sports at a professional level are offered the opportunity to adjust their study programmes to their sporting activities wherever possible. The Graduate School follows the guidelines drawn up by the Executive Board to determine who fits into this category.

6.4.2 Students who contribute to cultural or social activities which in the opinion of the Faculty Board are similar to the activities as referred to in 6.4.1, are offered the opportunity to adjust their study programmes to their activities wherever possible.

Article 6.5 Disability or Chronic Illness

Where possible, students with a disability or chronic illness are offered the opportunity to adjust their study programmes in accordance with the limitations resulting from their disability or illness. These adjustments will be made as much as possible in accordance with the limitations resulting from their disability or illness but may not affect the quality or level of difficulty of a course unit or the examination programme.

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 will be taken to limit the delay.

Chapter 7 Transitional Provisions

Article 7.1 Provisions concerning Students Previously Enrolled in the Programme

7.1.1 As of 1 September 2012, for students who are enrolled in the programme for the first time, the Course and Examination Regulations apply for the duration of one year.

7.1.2 For students who were enrolled before 31 August 2012 for the first time in the programme at a point in time no longer than five years before the date on which these regulations entered into force, chapters 3 and 4 of the Course and Examination Regulations still apply in the form they had at the time of the first enrolment.

7.1.3 For students who were enrolled before 31 August 2012 for the first time in the programme at a point in time no longer than five years before the date on these regulations entered into force, or at the request of the student, the Board of Examiners may choose to apply the Course and Examination Regulations as it was in any year no longer than five years prior to the date at which these regulations entered into force.

7.1.4 If components as referred to in 3.1.1 and 3.2 of the Course and Examination Regulations applicable pursuant to 7.1.1 and 7.1.2 are no longer on offer, the Board of Examiners will indicate components to replace them. If necessary, components may be indicated that are offered by another institution.

Chapter 8 Final Provisions

Article 8.1 Amendments

8.1.1 Amendments to these regulations are implemented by a separate order of the Faculty Board with the prior consent of the Faculty Council.

8.1.2 Amendments to these regulations which also apply to a particular academic year shall be implemented before the beginning of that year and published in the prescribed manner, unless earlier implementation of an amendment to the regulations is strictly necessary and in all reasonableness does not harm students' interests.

8.1.3 Furthermore, amendments 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 department takes care of the appropriate publication of these regulations, of the rules and guidelines set by the Board of Examiners, and of any amendment to these articles.

Article 8.3 Entry into Force

These regulations will enter into force on 1 September 2014.

Drawn up on 19 mei 2014

Prof.dr. G.R. de Snoo
Dean of the Faculty of Science, Leiden University