



Universiteit Leiden

Faculty of Science

Course and Examination Regulations

Bachelor's Programmes

Valid from 1 September 2022

These Course and Examination Regulations (henceforth the OER) have been drawn up in accordance with the Higher Education and Research Act [Wet op het hoger onderwijs en wetenschappelijk onderzoek; WHW] (henceforth the Act) and the following Leiden University regulations:

- the Regulation on the Binding Study Advice;
- the Leiden Register of Study Programmes Framework Document;
- the Academic Calendar;
- the Regulations for Student Registration, Tuition Fees and Examination Fees.

Pursuant to Article 7.14 of the Act, the Faculty Board regularly evaluates the OER and considers, for the purpose of monitoring and adjusting the study load, how much time it takes students to comply with them. In accordance with Article 9.18 of the Act, the Programme Committee is assigned the task of annually assessing the implementation of the OER.

This Bachelor's OER is drawn up in English and in Dutch language versions. In case of any dispute, the Dutch language version shall prevail.

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Chapter 1 General Provisions

Article 1.1 Scope of the regulations

These regulations apply to the teaching and examinations in the Bachelor's programmes within the Faculty of Science at Leiden University:¹

- a. Bio-Pharmaceutical Sciences (Bio-Farmaceutische Wetenschappen);
- b. Biology (Biologie);
- c. Data Science and Artificial Intelligence;
- d. Computer Science (Informatica);
- e. Physics (Natuurkunde);
- f. Astronomy (Sterrenkunde);
- g. Mathematics (Wiskunde);

henceforth referred to as the programme.

These regulations also apply to the teaching of minor programmes within the Faculty of Science at Leiden University:

- h. Biodiversity;
- i. Computational Approaches to Disease, Signaling and Drug Targets;
- j. Cyber Security Governance Essentials;
- k. Data Science and Artificial Intelligence;
- l. Human Evolution;
- m. Modern Drug Discovery;
- n. Molecular Biotechnology;
- o. Quantitative Biology;
- p. Science, Business and Innovation
- q. Sustainable Development;

henceforth referred to as the minor.

The programmes and minors are instituted in the Faculty of Science of Leiden University, henceforth referred to as the Faculty. Appendix 1 specifies where the programme is provided and by which institutes the programme is taught.

Article 1.2 Definitions

In these regulations the following definitions apply:

- a. Board of Examiners: The Board of Examiners for the programme, established and appointed in accordance with Article 7.12a of the Act;
- b. Component: One of the courses or practical assignments of the programme, as referred to in Article 7.3 of the Act. The study load of each component is expressed in whole credits. Each component is concluded with an examination;
- c. Credit: The unit in EC that expresses the study load of a component as referred to in the Act. According to the ECTS, one credit equals 28 hours of study;

¹ As established in Leiden [Register of Programmes](#)

- d. Degree classification: Further qualification of the Board of Examiners regarding an examination taken;
- e. Digital learning environment: A digital environment in which the student can collaborate, communicate and learn, such as Brightspace;
- f. diploma: a document (certificate), awarded by the Board of Examiners, 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 successfully completed; 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;
- g. EC(TS): European Credit (Transfer System);
- h. Education Administration Office: The office in the faculty where students can go for information and to register for courses (Science Student Administration);
- i. Examination (tentamen): 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). The assessment can take place in written form, orally as well as digitally, or a combination of these methods. An examination may consist of several constituent examinations or practical assignments. Credits are only awarded for examinations passed. The inspection is conducted according to the method determined by the Board of the Examiners to assure the quality of examination and final examinations;
- j. Examiner: The person appointed by the Board of Examiners to conduct examinations, in accordance with Article 7.12c of the Act;
- k. Final examination: The examinations associated with the components belonging to the programme or the propaedeutic phase of the programme, including an investigation to be carried out by the Board of Examiners itself, as referred to in Article 7.10 (2) of the Act;
- l. First/second examiner: The first or second examiner to read and assess the thesis/final paper/final report/final programme assignment; The first reader/examiner is also the supervisor;
- m. Language of instruction: the language of a programme, in which lectures and tutorials are given and examinations and final examinations are held;
- n. Leiden Register of Study Programmes:² Register of the programmes offered by Leiden University, maintained under the supervision of the Executive Board, referred to in Article 7 of the Management and Administration Regulations;

² The framework document Leiden Register of Study Programmes can be accessed via [this link](#)

- o. Level: The level of a component according to the abstract structure as defined in the Leiden Register of Study Programmes Framework Document²;
- p. Nominal duration of study: The study load in years of study as established in the Central Register of Higher Education Programmes;
- q. portfolio: a monitoring and assessment file that makes it possible for students to (1) demonstrate that they have attained a sufficient level of academic education to be awarded the degree; (2) record their personal process of academic learning during the programme; and (3) receive appropriate supervision and study advice;
- r. Practical: A practical assignment that contributes to an examination or final examination, as referred to in Article 7.13(2), (d), of the Act, that takes one of the following forms:
- writing a thesis/final paper/final report/final programme assignment
 - writing a paper or creating an artistic work,
 - carrying out a literature study
 - carrying out a research assignment
 - participating in fieldwork or an excursion
 - completing an internship,
 - conducting experiments,
 - carrying out a computer programming assignment, or
 - participating in another educational activity aimed at acquiring particular skills
- s. Pre-University College: A teaching programme offered by Leiden University to selected pupils in the fifth and sixth grades of secondary education (VWO);
- t. Programme: The programme to which the OER relates: a coherent set of components aimed at achieving clearly defined objectives relating to the knowledge, understanding and skills that a graduate of the programme is expected to have acquired. Each programme is associated with a final examination;
- u. Programme Committee: The programme committee of the programme established and appointed by the faculty board in accordance with article 10.3c of the Act;
- v. Propaedeuse: The first year of the programme, with a study load of 60 EC as defined in Article 7.8 of the Act.
- w. Prospectus: The digital prospectus containing specific and binding information about the programmes. The prospectus constitutes an integral part of these regulations, as appendix 3;
- x. Student: A person enrolled at Leiden University in order to follow the courses and/or sit the examinations and final examinations of the programme;
- y. The Act: The Higher Education and Research Act [Wet op het hoger onderwijs en wetenschappelijk onderzoek] (WHW).

- z. Working day: Monday to Friday, excluding the official public holidays and the compulsory closure days specified by the Executive Board;

All other definitions have the meaning ascribed 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 Students³ 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 Code of Conduct Remote Teaching applies;⁴ this provides guidelines for teaching and learning in digital environments, remote environments or any form of teaching that is primarily dependent on IT Services.
- 1.3.3** The Leiden University Regulations on ICT and Internet Use⁵ 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 the consequences that apply.
- 1.3.4** Students are expected to act according to the Netherlands Code of Conduct for Research Integrity (2018)⁶ and in the spirit of the Leiden University Data Management Regulations.⁷

³ The Leiden University Code of Conduct is established by the Executive Board at 19 October 2010 and can be accessed at: <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/code-of-conduct-on-standards-of-behaviour>

⁴ The Code of Conduct Remote Teaching can be accessed at: <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/code-of-conduct-remote-teaching>

⁵ The Leiden University Regulations on ICT and Internet Use is established by the Executive Board at 5 November 2019 and can be accessed at: <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/regulations-on-ict-and-internet-use>

⁶ The Netherlands Code of Conduct for Research Integrity (2018) can be accessed at: <https://www.universiteitleiden.nl/en/research/about-our-research/quality-and-integrity/academic-integrity>

⁷ The Leiden University Data Management Regulations can be accessed at: <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/leiden-university-data-management-regulation? ga=2.62380207.2038093119.1579505925-1808694114.1552289408> at:

Chapter 2 Description of the Programme

Article 2.1 Objectives of the programme

The objective of the Bachelor's programmes are:

To impart sufficient knowledge, understanding and skills as to enable the graduate to contribute, under supervision, at an academic level and in an original manner to recognizing, coming up with and solving issues in an area of (technical) natural sciences and to be able to follow a master's degree within the discipline and its adjacent areas.

In terms of structure, final qualifications and other quality marks the programme meets the provisions of ["The Leiden University Register of Study Programmes"](#).²

Article 2.2 Specialisations and double bachelor's degrees

If the bachelor's degree program has more than one specialization, these are listed in appendix 1.

The programmes Mathematics, Astronomy and Physics offer students the opportunity to simultaneously participate in two first-year programs in the propaedeutic phase.

Excellent students of the Mathematics, Astronomy, Physics and Computer Science programs are offered the opportunity to simultaneously follow two Bachelor's programs. For that matter:

- A double bachelor Mathematics and Astronomy;
- A double bachelor Mathematics and Physics;
- A double bachelor Astronomy and Physics; and
- A double bachelor Computer Science and Mathematics.

Article 2.3 Learning outcomes

Graduates of the programme have attained the following generic learning outcomes;

1. knowledge of and insight into the core subjects, current concepts and methods of the chosen discipline;
2. the ability to independently delve further into relevant topics and to acquire the necessary skills for a follow-up study that maybe be largely autonomous;
3. sufficient theoretical and practical skills in the are of the discipline such that they can carry out research under (strict) supervision;
4. the ability to think critically, to abstract and to analyse a scientific problem;
5. insight into the methods in which common hypotheses can be tested trough experiments, and how acquired knowledge can lead to the development of theories;
6. insight into the position of various subfields within the discipline as a whole and their relationship to adjacent scientific field;
7. the ability to communicatie with colleagues about research results;
8. sufficient knowledge and understanding of the social role of the natural sciences to be able to reflect on scientific and societal problems on the basis of acquired knowledge and insight.

When the above generic learning outcomes have been further specified for a specific programme, these are included in the programme specific learning outcomes in appendix 1.

Article 2.4 Structure of the programme

The bachelor's programmes of the Faculty of Science are offered full-time.

The bachelor's programmes Mathematics and Physics are exceptionally offered on an individual basis as part-time programmes; these part-time programmes are offered as a daytime programme.

Students who entered the part-time variant of the bachelor's degree program in Computer Science up to and including 2019-20 may complete their bachelor's programme with a part-time enrollment.

The nominal duration of the part-time study programmes is determined in an individual study plan.

Article 2.5 Study Load

The programme has a study load of 180 credits, as established in the Higher Education and Research Act. The propaedeutic phase has a study load of 60 credits and forms an integral part of the programme.

Article 2.6 Start of the programme; uniform structure of the academic year

The programme starts on 1 September. In terms of regular courses, the programme is based on the university semester system⁸ and comprises 42 teaching weeks.

Article 2.7 Minors and Honours education

2.7.1 The following minors are offered, which are the responsibility of the Board(s) of Examiners listed below:

- The Board of Examiners Bio-Pharmaceutical Sciences
 - Minor Modern Drug Discovery
 - Minor Computational approaches to Disease, Signaling and Drug Targets
- The Board of Examiners Biology
 - Minor Biodiversity
 - Minor Molecular Biotechnology
 - Minor Human Evolution
- The Board of Examiners Industrial Ecology
 - Minor Sustainable Development
- The Board of Examiners Computer Science (Informatica)
 - Minor Data Science and Artificial Intelligence
 - Minor Science, Business and Innovation
 - Minor Cyber Security Governance Essentials
- The Board of Examiners bachelor Life Science and Technology
 - Minor Sustainable Chemistry and Biotechnology
- The Board of Examiners Mathematics
 - Minor Quantitative Biology

⁸ The [uniform semester schedule](#), including the commentary on, was established by the Executive Board on October 14, 2004 and amended on January 12, 2010.

- 2.7.2** The description of the components belonging to a particular minor can be found in the Prospectus and appendix 2 . The Prospectus and appendix 2 also specifies which Board of Examiners is authorised to examine the minor if it deviates from the Board of Examiners as referred to in 2.7.1.
- 2.7.3** The educational minors are the responsibility of the ICLON Board of Examiners.
- 2.7.4** Cross-faculty components that are offered in the context of the Honours tracks are the responsibility of the Honours Academy Board of Examiners.⁹
- 2.7.5** Components that are offered in the context of the Honours Academy Beta and Life Sciences are the responsibility of the HC Beta and Life Science Board of Examiners.¹⁰

Article 2.8 Final examinations of the programme

The following final examination(s) can be taken within the programme:

- the final examination for the bachelor's programme

Students who entered the program in 2019-20 or earlier, and who have not been deregistered during (part of) 2019-2020 and/or later academic years, retain the right to take the propaedeutic exam.

Article 2.9 Language of instruction

- 2.9.1** Subject to the Code of Conduct on the Language of Instruction and Examination¹¹ the language of instruction and examination is Dutch and in appropriate cases English. The language of instruction and examination of the Bachelor's programme Data Science & Artificial Intelligence is English. Students are expected to have an adequate command of the language(s) of instruction and examination in the programme, in accordance with the requirements stated in Article 5.2.4. As appropriate, the Faculty publishes the OER in English for English-taught programmes.
- 2.9.2** Contrary to Article 2.9.1, 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.¹²
- 2.9.3** The language of instruction of a course is included in the prospectus.

⁹ The education regulations of the Honours Academy can be accessed at:

<https://www.organisatiegids.universiteitleiden.nl/en/regulations/honours-academy/course-regulations-honours-academy>

¹⁰ The rules and guidelines of this Board of Examiners can be accessed at:

https://www.organisatiegids.universiteitleiden.nl/en/regulations/honours-academy/rules-and-regulations-board-of-examiners-honours-academy?_ga=2.157875258.1677112278.1609835702-1350229663.1597914759

¹¹ The Code of Conduct was established by the Executive Board on May 28, 2013 and can be accessed at:

<https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/language-of-instruction>

¹² The Language Policy Guideline can be found at:

<https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/language-of-instruction>

Article 2.10 Quality

The programme is accredited by the NVAO¹³ and meets the applicable national and international quality requirements for degree programmes. The programme's teaching also meets the quality standards set out in the Leiden Register of Study Programmes Framework Document².

Chapter 3 Curriculum

Article 3.0 Exceptions due to coronavirus measures

3.0.1 If, due to coronavirus measures, it is not possible to provide or take part in teaching components as set out in this Regulation or in the Prospectus, changes will be announced by the authorized body in due time via Brightspace.

Article 3.1 Compulsory components

3.1.1 The programme includes compulsory components as specified in appendix 1. These compulsory components include the set components from which students are obliged to choose.

3.1.2 The Prospectus further specifies the actual structure of the programme, i.e. the study load, level,¹⁴ learning objectives, contents, method of examination, and structure of the components in the curriculum.

Article 3.2 Optional components

3.2.1 In addition to the components referred to in 3.1.1, the student selects components as specified in Appendix 1 and/or 3 of this OER. The programme gives students a choice of optional subjects worth a minimum study load of 30 credits. This minimum of 30 credits does not apply for double degrees. In the case of regular bachelor's programmes, the FB can exceptionally allow a smaller elective space, provided that the students' options are then sufficiently reflected in the choice of different (multidisciplinary) specialisations (in this case BSc Informatics (Bioinformatics and Computer Science and Economics)).

3.2.2 Students are obliged to register for the minor of their choice according to the Guidelines on Optional Components and Registration for Minors, which can be found on the Leiden University website.

3.2.3 The Board of Examiners must approve the student's selection of components. The Board of Examiners bases its evaluation of the student's selection solely on the coherence and level of the components selected. Exceptions to this are described in Appendix 1. The approval of the Board of Examiners is not required for minor programmes with a study load of 30 credits that are recognised as such by Leiden University nor for the minors recognised by Delft University of Technology and Erasmus University Rotterdam.

3.2.4 In addition to the components taught at this university, and subject to the approval the Board of Examiners, students may also select components offered by other Dutch or foreign universities, or components offered by another legal entity offering accredited higher-education programmes.

¹³ The [Dutch-Flemish Accreditation Organization](#)

¹⁴ In accordance with the 'abstract structure' as described in the Leiden University Register of Study Programs Framework Document

- 3.2.5** Students may not use components that they follow within the scope of the Honours College as optional components.
- 3.2.6** Students who are enrolled in the programme may assemble their own curriculum of components that are taught by an institution, as long as these are concluded with a final examination. They will require the permission of the most appropriate Board of Examiners. When granting such permission, the Board of Examiners also indicates to which University programme the curriculum is considered to belong.¹⁵ If necessary, the Executive Board designates a Board of Examiners to take this decision.
- 3.2.7** Contrary to Article 3.2.2, students may not choose a minor programme if the content of the minor is similar, fully or in part, to compulsory components in the program. In the event of limited overlap, the Examination Board will designate a replacement component.

Article 3.3 Practicals

- 3.3.1** For each component, the Prospectus specifies which practicals are included, the nature and scope of the student's workload for these practicals and whether participation in them is a condition of admission to (other parts of) the examination. The Board of Examiners may grant a student exemption from a practical, in which case the Board may choose to apply alternative conditions.
- 3.3.2** Appendix 1 to these regulations, as well as the Prospectus, specifies the scope and study load of the final assignment/thesis/final report/final programme assignment, including the requirements that the final assignment/thesis/final report/final programme assignment must meet.
- 3.3.3** The Board of Examiners must grant prior approval if (part of a) practical exercise is performed externally; the Examination Board will then also determine which examiner will maintain contact with the external supervisor.

Article 3.4 Taking part in components and sitting examinations ¹⁶

3.4.1 Taking part in components:

- 3.4.1.1** Students must register for the component according to the applicable enrolment protocol. Registration is possible up to fourteen calendar days before the start, as stipulated in the programme prospectus.
- 3.4.1.2** In the case of a component with restrictions on the number of participants, participation takes place in order of enrolment. For students enrolled in the programme, timely enrolment guarantees placement in the components that form part of the mandatory curriculum of the programme.

¹⁵ In accordance with article 7.3h of the WHW ('free curriculum in higher education').

¹⁶ Should the new enrolment system be ready by 1 September 2022, the following Articles will be deleted:

3.4.1 Students who wish to sit an examination must register no later than ten days before the date of the examination, in line with the applicable procedure. If the result of an examination is made known between 10 and 5 working days prior to the resit of that examination, the student administration can still register the student upon his/her request.

3.4.2 Students are allocated to components in order of registration, on the provision that students who are enrolled in a programme are guaranteed access to the components that are obligatory to the programme. Students may only take certain components once they have passed the examination of a preceding component. Appendix 1 specifies the components to which this condition applies..

- 3.4.1.3 Contrary to article 3.4.1.1, a different enrolment period applies for certain components, as approved by the Faculty Board. The relevant components and the corresponding enrolment term can be found in the Prospectus.
- 3.4.1.4 Students who have not enrolled on time can report to the Science Student Administration. The relevant enrolment protocol lists the circumstances on the basis of which students may be enrolled contrary to Article 3.4.1.1.
- 3.4.1.5 Contrary to article 3.4.1.2, there is a separate placement procedure for some components with restrictions on the number of participants. The placement procedure is announced to students in the Prospectus.

3.4.2 Sitting examinations

- 3.4.2.1 At the same time as registering for the component, students register for the corresponding examination.
- 3.4.2.2 Students who do not register for the component may register only for the examination or constituent examination. To be allowed to sit the examination or constituent examination, a confirmation of registration for the examination is required.
- 3.4.2.3 In order to sit the examination, students must confirm their participation. They can only sit an examination once confirmation of participation has been given.
- 3.4.2.4 Students will receive a notification in good time asking them to confirm or cancel their participation. Confirmation of participation in an examination is possible up to ten calendar days before the examination takes place.
- 3.4.2.5 Students who have not enrolled on time according to the applicable enrolment protocol may report to the Science Student Administration.
- 3.4.2.6 A different term applies for the situation as referred to in Article 4.6.4; in this case, students can register up to five calendar days before the examination takes place.

Article 3.5 Distribution of study materials

- 3.5.1 Students are not permitted to take photographs or make audio or video recordings of lectures or of education-related meetings, including the feedback sessions after examinations (including examination assignments and model answers), without the explicit prior permission of the relevant lecturer.
- 3.5.2 Students are prohibited from all forms of distribution or publication of study materials, including audio and/or video recordings supplied by the institute. The materials are for students' own use only.
- 3.5.3 The institute can make video recordings of a lecture or a lecture series and provide these to students of the institute to support them in their studies. The lecturer will notify students that are present at the beginning of the lecture that video recordings will be made. These video recordings are for student's own use only and may not be distributed in whole or in part or used for any other purpose in any way. The fact that video recordings have been made or will be made does not absolve students from any rules regarding the requirement of their presence.

Chapter 4 Examinations and Final Examinations

Article 4.0 Exceptions due to coronavirus measures

4.1.0 If as a result of coronavirus measures it is not possible to offer exams and examinations in the form and at the point in time set out in this regulation or in the Prospectus, changes will be announced by the authorised body in due time via Brightspace.

Article 4.1 Frequency of examinations

4.1.1 Examinations are held twice during the academic year for each component offered in that year. The Board of Examiners determines the manner of resit for practicals.

4.1.2 The Faculty Board is responsible for the practical organisation of the examinations and final examinations and ensures, if necessary by means of invigilation, that the examinations and final examinations proceed properly. If remote invigilation is used, this is done according to the Remote Invigilation Protocol.¹⁷

4.1.3 When students have to complete a practical in order to be permitted to sit an examination as referred to in article 4.1.1, this is laid down in the Prospectus. In such cases, students may only sit the examination if they have passed the practical, unless the Board of Examiners decides otherwise.

4.1.4 If the grade for a component comprises the results from several constituent examinations [deeltoetsen], it is possible to vary from the number of examinations and resits referred to in 4.1.1 on the condition that the student is at least given the opportunity to pass the component in a resit that is representative of this component. If this is applicable, this is stated in the Prospectus.

4.1.5 In accordance with Article 7.13, second paragraph under (h) of the Act, the Prospectus specifies the dates of the examinations, or contains hyperlinks to examination dates published online elsewhere.

4.1.6 Certain conditions set by the Board of Examiners may apply to examination resits. When applicable, these conditions are specified in the Rules and Regulations of the Board of Examiners.

4.1.7 Contrary to the provisions of Article 4.1.1 and at a student's request, the Board of Examiners may in exceptional circumstances allow an additional resit.

4.1.8 During a bachelor's programme, students may resit one examination that they passed, without prejudice to the power of the Board of Examiners to deviate from this stipulation in exceptional cases and at the student's request. This only applies if the resit takes place in the same academic year as the original examination. In the event of such a one-time resit, the highest result obtained applies.

The examination referred to in the first sentence may consist of a number of constituent examinations. Registration for this examination should take place in accordance to Articles 3.4.1.1 and 3.4.2.2.

4.1.9 The following are excluded from the resit option as referred to in Article 4.1.8:

- Oral examinations
- Practical assignments
- Minors or components thereof, according to the recognised selection of minors included in the Prospectus
- Examination that the student passed at a different institution than Leiden University

¹⁷ If the Remote Invigilation Protocol is not yet ready on 1 September 2022, the text of this article in the Model OER 2021-2022 will be retained: The Faculty Board is responsible for the practical organisation of the examinations and final examinations and ensures, if necessary by means of invigilation, that the examinations and final examinations proceed properly. If remote invigilation is used, the student will be informed of this at least ten days in advance.

- 4.1.10** If a component is included in multiple programmes, the student is only granted one opportunity to resit an examination he or she previously passed for this component.

Article 4.2 Obligatory sequence

- 4.2.1** Appendix 1 specifies whether there are any examinations that students may only sit until they have passed the examinations for one or more other components. Students can only take exams for which a compulsory order applies if the student passed the exams of one or more components.
- 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 following a substantiated written request by the student, agree to an alternative sequence.

Article 4.3 Form of examinations

- 4.3.1** The Prospectus states whether an examination or the constituent examinations for a component will be in the form of a written, oral, skill test or other examination.
- 4.3.2** The procedure during examinations and the guidelines and instructions, as referred to in article 7.12b, paragraph 1 under b of the Act, for assessing and establishing the results of examinations and final examinations are described in the 'Rules and Regulations of the Board of Examiners'.
- 4.3.3** Students with a disability or chronic medical condition are given the opportunity to apply for individual examination arrangements adjusted to their particular disability or condition. These arrangements may not affect the quality or level of difficulty the examination. If necessary, the Board of Examiners will seek expert advice, as referred to in the Protocol on Studying with a Disability,¹⁸ before reaching a decision.
- 4.3.4** In special cases, the Board of Examiners may, at the request of the student and within the scope of the OER, permit a student to sit an examination in another manner than specified in the Prospectus.
- 4.3.5** Examinations are held in the language(s) of instruction¹⁹ for this programme that are specified in the OER. At the request of the student, the Board of Examiners may permit him or her to sit an examination in another language.

Article 4.4 Oral examinations

- 4.4.1** Students take oral examinations individually, unless the Board of Examiners decides otherwise.
- 4.4.2** Oral examinations are public, unless the Board of Examiners or the examiner concerned decides otherwise, owing to special circumstances, or unless the student has reservations.
- 4.4.3** With the consent of the student an oral examination may be recorded by the examiner on video. This recording can be put forward to a second examiner for the purpose of grading the student.

¹⁸ The protocol on studying with a disability is adopted by the Board of Examiners on May 29, 2012 and can be found on the following website:

<https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/protocol-studying-with-a-disability>

¹⁹ The Code of Conduct was adopted by the Board of Examiners on May 28, 2013 and can be consulted at:

https://www.organisatiegids.universiteitleiden.nl/binaries/content/assets/ul2staff/reglementen/onderwijs/gedrag_scode-voertaal.pdf

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 establishes rules – the Rules and Regulations of the Board of Examiners – concerning the performance of its tasks and responsibilities and the measures it can take in the event of fraud.
- 4.5.2** The Board of Examiners is responsible for ensuring that the right of students to appeal against decisions of the Board of Examiners or the examiners is guaranteed.

Article 4.6 Assessment

- 4.6.1** The examiner will determine the grade immediately after an oral examination has been conducted. The student receives a message about the grade via the University study progress system.
- 4.6.2** The examiner determines the grade of any written examination or other form of examination or constituent examination within fifteen working days of the day on which the examination or constituent examination was held. The result is notified to the student within the same fifteen working days. The final grade is recorded in the University study progress system, and the student receives a message about it via that system.
- 4.6.3** The grade of any practical is communicated to the student via the university study progress system within 15 working days of the day on which participation in the last practical component took place, or on which a practical report was handed in to the examiner.
- 4.6.4** The examiner marks any written examination or constituent examination at least 5 working days prior to the resit of that examination. If this deadline is not met, the date of the resit shall be rescheduled in order to give the student sufficient preparation time.
- 4.6.5** If the examiner is unable to comply with the period of 15 respectively 5 working days specified in article 4.6.2, 4.6.3 and 4.6.4, the student is notified accordingly in a message sent to the student's by e-mail address before this term expires. This notification includes the latest date by which the student will be informed of the result.
- 4.6.6** The examination result is expressed as a whole or half number between 1.0 and 10.0, including both limits. The result is not to be expressed as a number between 5.0 and 6.0.
- 4.6.7** The result of the examination is considered to be a pass if the result is 6.0 or higher.
- 4.6.8** Together with the written or electronic notification of examination results, students are also informed of their right to inspect their graded examination papers, as referred to in Article 4.8, as well as of the appeals procedure.
- 4.6.9** The Board of Examiners may draw up regulations that specify the conditions under which it may exercise its authority as specified in Article 7.12b, third paragraph, of the Act to determine whether every examination needs to be passed and/or under which conditions the results of constituent 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 examinations

- 4.7.1** 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.
- 4.7.2** 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 exams with a limited period of validity 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.

4.7.3 The validity period referred to in 4.7.1 starts on 1 September of the academic year following that in which the mark was obtained or the exemption granted.

Article 4.8 Inspection and feedback session

4.8.1 Students are entitled to inspect their graded examination within a maximum period of 30 calendar days following the publication of the results of a written or digital examination.

4.8.2 During the period referred to in 4.8.1, students may inspect the examination questions and assignments, as well as the grading schemes used to grade the examination. Photographing or any other form of copying of the exam questions, answers and grading schemes is not permitted without the examiner's explicit approval.

4.8.3 The time and manner of the inspection and of the feedback session on the examination are specified in the Prospectus or Brightspace.

4.8.4 The Board of Examiners is authorised to decide whether the inspection of the examination paper and the feedback session are to be collective or individual.

4.8.5 The examiners determine where and when the inspection of the examination paper and the feedback session will take place.

4.8.6 At least five workdays before re-examination students will have an opportunity to inspect their exam.

4.8.7 Students who are unable to attend the feedback session on the examination due to demonstrable circumstances beyond their control are granted another opportunity, if possible within the period referred to in 4.8.1 .

Article 4.9 Exemption from examinations and/or practicals

4.9.1 At the student's request and after consultation with the examiner in question, the Board of Examiners may grant the student exemption from one or more examinations or practicals if the student:

- has completed a component at a research university or university of applied sciences that is similar in content and level to the component for which the student is requesting exemption, or
- has demonstrated, through relevant work or professional experience, that he or she has acquired sufficient skills and knowledge in relation to the component in question, or
- has passed Pre-University College, in which case, the Board of Examiners determines the component(s) for which the exemption is granted.

4.9.2 If the exemption concerns the components that belong to a minor, the Board of Examiners responsible first consults the Board of Examiners of the programme that provides the minor before deciding whether to grant an exemption.

Article 4.10 Final examination

4.10.1 The Board of Examiners awards a degree certificate when there is sufficient proof that the final examination has been passed.

- 4.10.2** As part of the final examination, the Board of Examiners is entitled to conduct its own evaluation of the knowledge, understanding and skills of the examination candidate and to assess the results.
- 4.10.3** The degree is only conferred once the Executive Board has declared that all procedural requirements (including the requirement to pay tuition fees) have been met. One degree certificate is awarded for each programme. The degree certificate states that the programme or specialisation was delivered by Leiden University.
- 4.10.4** Pursuant to the regulations²⁰ referred to in Article 7.11, third paragraph, of the Act a student who is entitled to graduate may request the Board of Examiners to postpone graduation as long as the student has not exceeded the nominal term of study plus one academic year.
- 4.10.5** This request must be submitted within five working days of the student receiving notification of his or her final examination results. In the request the student must indicate when he or she wishes to receive the degree certificate.
- 4.10.6** The Board of Examiners may also approve the request if refusing it would result in a considerable injustice.
- 4.10.7** A supplement in Dutch and/or in English that conforms to the standard European Diploma Supplement format, including the grading table applicable for the degree programme, is attached to the degree certificate. In addition to the degree certificate, students are also issued with a translation of the degree certificate and a certificate in Latin.
- 4.10.8** The graduation ceremony will take place at least two times per academic year.
- 4.10.9** At the student's request, the certificates for the propaedeutic diploma are issued by the student administration on behalf of the Examination Board to students who entered in 2019-20 or earlier and who have not subsequently been (temporarily) deregistered from the study programme.

Article 4.11 The Degree

- 4.11.1** The degree of Bachelor of Science is awarded to those who have passed the final examination of the programme.
- 4.11.2** The degree certificate specifies which degree has been awarded.

Article 4.12 Degree classification

- 4.12.1** The student is awarded a grade for the final examination.
- 4.12.2** The final grade is based on the weighted average of the grades obtained for all examinations that belong to the final examination, with the exception of the examinations for which an exemption was granted or 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 ECTS credits for each component by the grade awarded for this component, adding these together and then dividing the result by the number of credits earned.
- 4.12.4** Without prejudice to the provisions of 4.12.6 and 4.12.7, the degree certificate and the diploma supplement includes the 'cum laude' classification if the following conditions are met:

The following applies to the bachelor's exam:

- the weighted average for all components is 8.0 or higher;

²⁰ Leiden University Regulations on postponing graduation can be consulted at:

<https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/regulations-on-postponing-graduation>

- no more than 1 subject from the propaedeutic phase has a pass mark lower than 7.0;
- all second year and third year components have been completed with a minimum grade of 7.0;
- the student has taken part in no more than 3 resits.
- the (weighted average) grade for the final assignment of the bachelor's programme (practicals, written assignments and orals) is 8.0 or higher; and
- the final examination was completed within four years.

For the propaedeutic examination, which can still be taken by students who entered the study program in 2019-20 or earlier and who were not deregistered from the study program during (part of) 2019-20, the cum laude provisions are laid down in the OER 2019-20.

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 the provisions of 4.12.6 and 4.12.7, the degree certificate and the diploma supplement includes the 'summa cum laude' classification if the following conditions are met:

The following applies to the bachelor's exam:

- the weighted average for all components is 9.0 or higher;
- no more than 1 subject from the propaedeutic phase has a pass mark lower than 8.0;
- all second year and third year components have been completed with a minimum grade of 8.0;
- the student has taken part in no more than 3 resits.
- the (weighted average) grade for the final assignment of the bachelor's programme (practicals, written assignments and orals) is 9.0 or higher; and
- the final examination was completed within three years.

For the propaedeutic examination, which can still be taken by students who entered the study program in 2019-20 or earlier and who were not deregistered from the study program during (part of) 2019-20, the cum laude provisions are laid down in the OER 2019-20.

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 grade does not differ by more than 0.5 from the grades stipulated in 4.12.4 and 4.12.5. This may involve such considerations as the student's development throughout his or her study programme, any exceptional performances on the part of the student in completing the final paper or thesis and any other relevant exceptional circumstances.

4.12.7 If a student has been subject to a disciplinary measure as a result of irregularity, fraud or plagiarism, as set out in the Rules and Regulations, he or she is not rewarded a distinction, unless the Board of Examiners decides otherwise.

Chapter 5 Admission to the programme for the academic year 2023-2024

Article 5.1 Direct admission

5.1.1 Direct admission to the programme is granted to those persons who meet the requirements set out in Articles 7.24 and 7.25 of the Act, subject to the proviso that, for the programmes with a fixed quota, the selection criteria and procedure as stated in Articles 5.3.2 and 5.3.3 apply.

- 5.1.2** The conditions for admission to the programme are established in the Regulations for Student Registration, Tuition Fees and Examination Fees of Leiden University.²¹
- 5.1.3** In certain cases as defined in the Act, the Executive Board may deny admission by virtue of its powers under Article 7.28 (1), second and third sentences, of the Act.
- 5.1.4** If on the basis of Article 7.53 of the Act, the Executive Board has determined a limited first enrolment for the programme, the procedure described in Articles 5.3.2 and 5.3.3 is applicable.

Article 5.2 Admission

5.2.1 Admission with propaedeuse from a university of applied sciences or associate degree

Pursuant to Article 7.28 (1a) of the Act, the following is required of the holder of an associate degree or the holder of a propaedeuse diploma from a university of applied sciences who is not in possession of a diploma as referred to in Article 7.24 (1) of the Act or of a diploma that is considered on the grounds of the second paragraph to be at least equivalent to such a diploma either by virtue of the Ministerial Regulations or by the Executive Board:

must demonstrate that he/she possesses the knowledge, understanding and skills required to successfully complete the bachelor's programme. This can be proven by the consultation of pre-university education (VWO) certificates for the following subjects:

Bio-Pharmaceutical Sciences (Bio-Farmaceutische Wetenschappen)	Mathematics B, Physics, Chemistry and Biology A holder of a certificate of successfully completed propaedeutic exam in HBO Biology and Medical Laboratory Research or HBO Chemistry is also regarded as admissible with Senior general secondary education (HAVO) or pre-university education (VWO) certificates in Mathematics B, Physics, Chemistry and Biology.
Biology (Biologie)	Mathematics A or B, Physics and Biology
Computer Science (Informatica)	Mathematics B
Data Science and Artificial Intelligence	Mathematics B
Physics (Natuurkunde)	Mathematics B and Physics
Astronomy (Sterrenkunde)	Mathematics B and Physics
Mathematics (Wiskunde)	Mathematics B

If the candidate does not have the above-mentioned VWO certificates, the admissions committee of the bachelor's degree program will assess whether the candidate has met the requirements in another way.

5.2.2 Equivalent qualifications

A person who is not in possession of a pre-university (VWO) diploma awarded after 2007, may

21. The Regulations for Student Registration, Tuition Fees and Examination Fees of Leiden University can be consulted at: <https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/student-registration-tuition-fees-and-examination-fees>

- Be enrolled by virtue of the Act on the grounds of a different diploma (Article 7.28 of the Act), on condition that they meet all further previous education requirements.
- Be enrolled with an old-style pre-university (VWO) diploma, on condition that they meet all further previous education requirements.

If the person does not meet further previous education requirements, they may be required to take a test on the subjects referred to in Article 5.2.3.1 at the level of a final VWO examination for the profile that allows for direct admission.

5.2.3 Further prior education requirements and deficiencies

5.2.3.1 In accordance with the Regulations of the Minister of Education, Culture and Science of 3 April 2014, no. 540459 regarding admission to higher education, the following additional entry requirements apply:²²

Bio-Pharmaceutical Sciences (Bio-Farmaceutische Wetenschappen): profile Nature and Technology with Biology, profile Nature and Health with Mathematics B and Physics, or profile Economics and Society with Biology, Physics, mathematics B and Chemistry.

Biology (Biologie): profile Nature and Health with Physics or profile Nature and Technology with Biology.

Computer Science (Informatica): profile Nature and Technology or one of the other profiles with Mathematics B.

Data Science and Artificial Intelligence: profile Nature and Technology or one of the other profiles with Mathematics.

Physics (Natuurkunde): profile Nature and Technology or one of the other profiles with Mathematics B and Physics.

Astronomy (Sterrenkunde): profile Nature and Technology or one of the other profiles with Mathematics B and Physics.

Mathematics (Wiskunde): profile Nature and Technology or one of the other profiles with Mathematics B.

5.2.3.2. Deficiencies in the previous education in the aforementioned subjects can be resolved by taking the relevant tests at the level of the required VWO final exam profile.

5.2.4 Dutch and English Languages

5.2.4.1 Applicable to Dutch-taught bachelor's programmes and specialisations: Students whose mother tongue is not Dutch can meet the requirement of a sufficient command of the Dutch language if they have passed the examination level TUL-halfgevorderd, organised by Leiden University. A Dutch as a Second Language Certificate (Certificaat Nederlands als Vreemde Taal) at Educatief Startbekwaam or Educatief Professioneel level is also sufficient to meet the language requirement. The TUL-halfgevorderd requirement can also be met with the State Examination NT2-II. An International School diploma or a comparable international programme provided in the Netherlands is considered to be a diploma obtained outside the Netherlands.

Holders of an International Baccalaureate (IB) diploma with Dutch A or Dutch B-HL are exempted from the Dutch language requirement.

²² The regulation can be consulted at: <https://zoek.officielebekendmakingen.nl/stcrt-2014-11514.html>

5.2.4.2 The Board of Examiners may, in special cases, grant exemption from the examination referred to in 5.2.4.1.

5.2.4.3 Applicable to English-taught bachelor's programmes and specialisations: Holders of a diploma obtained outside the Netherlands meet the requirement of a sufficient command of the English language if they have one of the following diplomas:

- An International Baccalaureate diploma from a programme taught in English (or an IB diploma with English A);
- A diploma of secondary (or higher) education completed in Australia, Canada (except for French-language programmes in Canada), Germany, Ireland, Malta, New Zealand, Singapore, the United Kingdom, the United States or South Africa.

5.2.4.4 Applicable to English-taught bachelor's programmes and specialisations: Holders of a Dutch diploma meet the requirement of a sufficient command of the English language if they have a pre-university education (VWO) diploma.

5.2.4.5 Applicable to English-taught bachelor's programmes and specialisations: If the student does not meet the requirements in 5.2.4.3, at least one of the following language requirements can be set:

- IELTS: minimum 6.0
- TOEFL: internet-test minimum 80

The test result may not be older than two years at the time of enrolment for the programme.

5.2.5 Entrance examination

Tests may be imposed to determine whether persons who do not meet the prior education requirements as stated in the law, demonstrate suitability for education in one of the aforementioned programmes.

The entrance examination as referred to in Article 7.29 of the Act applies to the following subjects and level:

- Dutch 6 vwo
- English 6 vwo
- Biology 6 vwo
- Physics 6 vwo
- Chemistry 6 vwo
- Mathematics A or B 6 vwo

The candidates are expected to be able to demonstrate that they have mastered the subject matter of a common textbook for pre-university education in its entirety. The number of tests to be imposed depends on the bachelor's degree program and previous education. Factors such as work experience will also be a determining factor.

Chapter 6 Student Counselling and Study Advice

Article 6.1 Study progress administration

- 6.1.1** The Science Studenten Administratie van de faculteit keeps records of the results of individual students.
- 6.1.2** Students may inspect their results in the study progress system at any time.
- 6.1.3** From the second year of enrolment, the programme asks all students to submit an annual study plan, indicating the examinations they intend to take, and the extracurricular activities relevant to the programme or recognised by the Executive Board in which they intend to participate.

Article 6.2 Introduction and student counselling

As referred to in the Leiden University Regulation on the Binding Study Advice, the programme must provide an introduction and counselling for all students who are enrolled in the programme, in order to familiarise them with their study options in the programme and elsewhere and to facilitate their progress in their studies.²³

Article 6.3 Study advice

- 6.3.1** In their first year of enrolment, all students are provided with advice on the continuation of their studies. The Board of Examiners is mandated by the Faculty Board to issue this study advice. For information on the requirements, the number of times and the occasion when the advice is issued, and the possible consequences of this advice, see the Leiden University Regulation on the Binding Study Advice that applies to the academic year in question, as well as 6.3.2.
- 6.3.2** The Bachelor's programme Bio-Farmaceutische Wetenschappen (Bio-Pharmaceutical Sciences) and the Bachelor's programme Wiskunde (Mathematics) use additional requirements with regard to the passing of components for the study advice, referred to in 6.3.1, these requirements are listed in Appendix 1.
- 6.3.3** A binding negative study advice with refusal only applies to the programme and associated specialisations in which the student is enrolled. The binding study advice also applies to any bachelor's programme which shares the propaedeuse with the programme.
- 6.3.4** Students may request an oral explanation of the study advice as well as information on continuation of their studies within or outside the Faculty and on any other possible education options.

Article 6.4 Supervision of the thesis/final paper/ final report/final programme assignment

- 6.4.1** The student draws up a plan for the thesis/final paper/final report/final programme assignment together with the first reader. This plan is based on the study load for this component as specified in the Prospectus.
- 6.4.2** The plan referred to in 6.4.1 also specifies the frequency and manner of supervision.

Article 6.5 Top-level sport and other social activities

- 6.5.1** Students who engage in top-level sport are given the opportunity to adjust their study programme to their sporting activities wherever possible. The programme determines who falls within this category in line with the guidelines drawn up by the Executive Board.²⁴

23. The regulation on the Binding Study Advice can be consulted at:

<https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/regulations-binding-study-advice>

²⁴ These guidelines can be consulted at: <https://www.student.universiteitleiden.nl/en/study--studying/exceptional-circumstances/top-level-sport/studying-and-top-level-sport/science/physics-bsc?cf=science&cd=physics-bsc>

6.5.2 Students who contribute to cultural or social activities that, in the opinion of the Faculty Board, are of equal importance as the activities referred to in 6.5.1, are offered the opportunity to adjust their study programmes to their activities wherever possible.

Article 6.6 Disability or chronic medical condition

Where possible, students with a disability or chronic medical condition are given the opportunity to adjust their study programme to the limitations resulting from their disability or chronic medical condition.²⁵ The study programme can be adjusted to the individual disability or chronic medical condition of the student in question, but this must not affect the quality or level of difficulty of the components or the final examination curriculum itself.

Article 6.7 Study and internships abroad

Special measures will be taken for students who suffer from a demonstrable delay in their studies as a result of study or an internship abroad that has been approved by the Board of Examiners, in order to limit the delay.

Article 6.8 Double Bachelor's programmes

Students who follow a double first-year programme or participate in two bachelor's programmes that are offered as a combination, are offered an individual solution by the Examination Board in the event that compulsory courses are taught simultaneously.

Chapter 7 Evaluation of the Programme

Article 7.1 Evaluation of the programme

The education in the program is evaluated by means of course evaluations or (sub-) program evaluations. The program director informs the program committee of the results of the evaluation.

Chapter 8 Final provisions

Article 8.1 Amendments

8.1.1 Amendments to these regulations are adopted by a separate order of the Faculty Board with the prior consent of the Faculty Council or the Programme Committee, depending on the topics concerned.

8.1.2 Amendments to these regulations that apply to a particular academic year must be adopted before the start 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 the students' interests.

8.1.3 Amendments to these regulations may not adversely affect any prior decision pertaining to students taken by the Board of Examiners on the basis of these regulations.

25. The protocol studying with a disability can be consulted at:
<https://www.organisatiegids.universiteitleiden.nl/en/regulations/general/protocol-studying-with-a-disability>

Article 8.2 Publication

Science Onderwijs- en Studentenzaken (SOSZ) is responsible for publishing these regulations, the Rules and Regulations established by the Board of Examiners, and any amendments to these documents, via the University website.

Article 8.3 Term of application

The Course and Examination Regulations apply for the duration of one academic year.

Article 8.4 Entry into force

These regulations enter into force on 1 September 2022.

Prof. dr. J. Knoester

Dean of the Faculty of Science, Leiden University