

Education and Examination Regulations Master's programme:

Historical, Literary and Cultural Studies (research)

History (research)

Historical Studies: Ideology, Mentality and Social Practice

Arts & Culture (research)

Art and Visual Culture in a Historical Perspective

Literary Studies (research)

Literature and Literary Studies: Text in Context

**2020-2021
Faculty of Arts**

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¹ These Education and Examination Regulations are a translation of a Dutch-language document. The original Dutch OER takes precedence over all its translations and therefore, no rights can be derived from this translation.

Section 1. Introductory provisions

Article 1. Purpose of these regulations

1. In these Education and Examination Regulations, the applicable procedures, rights, and duties are established with regard to the education and examination for the Research Master's programme in Historical, Literary and Cultural Studies with CROHO number 60857 (hereinafter: the programme) at the Faculty of Arts of Radboud University.
2. As a result of the COVID-19 pandemic, the Executive Board adopted various guidelines as referred to in Article 7 of the Structural Regulations of Radboud University for the organisation and coordination of education and the examination for the degree programme. These guidelines can be found on <http://www.ru.nl/coronavirus>.
3. The provisions of these Education and Examination Regulations shall apply without prejudice to the provisions of the guidelines referred to in paragraph 2.

Article 2. Scope of the regulations

The present regulations apply to all students enrolled in the programme in the academic year 2020-2021.

Article 3. Definition of terms

1. The terms used in these regulations, which are also used in the Higher Education and Research Act (Wet op het hoger onderwijs en wetenschappelijk onderzoek, hereinafter, "the Act") will have the same meaning as these terms have in the Act.
2. Without prejudice to paragraph 1, in these Regulations the following definitions apply:
 - a. *Party involved*: the student who is registered for the examination programme of these Education and Examination Regulations and, more specifically, in reference to the review of interim examinations, the student who has taken the interim examination in question;
 - b. *Contact hour*: one education hour during which a lecturer is present;
 - c. *Partial examination*: an examination as referred to in Article 7.10 paragraph 1 of the Act, as well as the assessment of the results of the examination, which in conjunction with one or more other partial examinations constitute the interim examination. Unless otherwise stated in these regulations, the term "interim examination" also includes "partial examinations";
 - d. *Lecturer*: the staff member responsible for providing the education;
 - e. *Connected Master's programme*: the Master's programme that has been designated for a Bachelor's programme as the Master's for which there are no further admission requirements than the Bachelor's programme in question.
 - f. *Final examination*: an examination of the student's academic achievements, in which the Examination Board determines whether or not all educational units that are part of the

degree programme have been successfully completed. The Examination Board may determine that this review requires a test of the candidate's knowledge, understanding and skills by the Examination Board itself and an assessment of the results of that test;

- g. *Examination Board*: the Examination Board of the Faculty of Arts. See also *Structuurregeling Radboud Universiteit Nijmegen* (Radboud University Structure Regulations) and the *Reglement Examencommissie Faculteit der Letteren RU* (RU Faculty of Arts Examination Board Regulations);
- h. *(examination) component*: course unit of the programme, as defined in the Act;
- i. *Examiner*: the person designated by the Examination Board to administer the interim examinations;
- j. *Flexible cutoff*: these regulations apply to students who want to enrol after 30 September. This is only possible if the faculty admission committee, on behalf of the Executive Board, declares that there are no objections to later enrolment and that participation in education is still possible: see Enrolment Regulations 2020-2021.
- k. *Fraud*: fraud at RU is defined as any behaviour or negligence on the part of the student that, by nature, is directed towards making it partly or entirely impossible to properly assess the knowledge, insights, and skills of the student or of another student (see Fraud Regulations, Appendix IV).
- l. *Resit*: a new opportunity to take a particular examination as referred to in Article 7.10 paragraph 1 of the Act, pertaining to an educational unit. In these regulations, when the term examination is used this can also be read as resit, unless explicitly indicated otherwise
- m. *Institution*: Radboud University Nijmegen;
- n. *Educational Unit*: any organised activity that is assessed and is associated with credits (in practice, these are usually courses, but internships and seminars are also considered to be educational units). According to law, educational units are completed with a *course examination*. Degree programmes (which consist of a coherent set of educational units) are completed with a *final examination*;
- o. *Plagiarism*: copying or paraphrasing another author's works, in whole or in part, when writing assignments, essays or other written tests without adequate acknowledgement of sources or clear indication of a beginning and end to the quotations;
- p. *Practical exercise*: a practical exercise as referred to in Appendix II, in one of the following forms:
 - i. writing a thesis
 - ii. completing a literature review
 - iii. participating in fieldwork or going on an excursion
 - iv. completing an assignment
 - v. completing an internship

- vi. participating in an additional educational activity to acquire certain skills
- vii. completing the tasks required by the lecturer in preparation for a seminar
- q. *Specialisation*: a specialisation within a Master's programme;
- r. *student*: anyone enrolled at Radboud University for the purpose of participating in a degree programme and/or in the courses or examinations of a programme;
- s. *Prospectus*: programme guide containing programme specific information;
- t. *Credit* (abbreviated EC): credit in accordance with the European Credit Transfer System in which 1 EC is equal to 28 hours of study;
- u. *Course examination*: an examination testing the knowledge, understanding and skills of the student for a certain unit of study, regardless of the form in which this examination takes place, which is administered by at least one examiner designated by the Examination Board;
- v. *Interim Examination Date*: the date on which the interim examination is administered by or on behalf of the examiner;
- w. *Admission Committee*: the committee which determines the admissibility of the student to a degree programme on behalf of the dean (based on prior education, admission, and language requirements);
- x. *Working days*: Monday to Friday, except statutory holidays and other days designated by the Executive Board as collective holidays.

Section 2. Admission to the programme

Article 4. Admission requirements and procedures

1. The Executive Board enrolls a student who meets the admission requirements and admission procedures applicable to enrolment at Radboud University, as referred to and described in Chapter IV of the Radboud University Enrolment Regulations.
2. The admission requirements and admission procedures referred to in paragraph 1 are set out in Appendix I of this Regulation for reference.

Article 4a Substitute requirements for insufficient prior education

1. If not all of the abovementioned admission requirements have been met, but the Admission Committee is of the opinion that the shortcomings can be resolved within a reasonable period of time, the scope and content of a Pre-Master's programme will be established if requested: *see website or prospectus*.
2. The Admission Committee will establish the content of this Pre-Master's programme before it begins.

3. With regard to the sequence of courses within the Pre-Master's programme, this will be established by the degree programme in advance.
4. Admission to the degree programme is only possible if the Pre-Master's programme has been completed in full and all admission requirements for the programme have been met.

Article 4b Admission to courses and course examinations

1. Students who have not yet obtained a Bachelor's degree can nevertheless be admitted by the Admission Committee to the courses of a connected Master's programme as specified in Article 7.30a of the Act. This admission is valid for a period of up to 12 months.
2. Students referred to in the first paragraph may only participate in course examinations of the Master's programme if they are registered for that Master's programme.
3. Contrary to the provision in paragraph 1, students that are participating in a Pre-Master's programme will not be admitted to take courses in the connected Master's programme. In all cases, they are only permitted to take part in the components of the Pre-Master's programme.
4. Students who make use of the flexible enrolment scheme must adhere to the established sequence of courses in the Education and Examination Regulations.
5. Students may only begin a Master's thesis if they are registered for a Master's programme.
6. Students who, in accordance with this article, are admitted to participate in the courses of the degree programme are not entitled to sit for the final examinations of the degree programme if they are not registered for that Master's programme.

Article 4c Admission to connected Master's programmes

Students who have passed the final examinations of one of the Bachelor's programmes listed in Appendix 1, Article 1, paragraphs 1 and 2, shall be granted unconditional admission to at least one of the Master's programmes at the university.

Article 5. Decision on enrolment

1. The dean decides on the student's admission to the degree programme on behalf of the Executive Board.
2. The faculty admission committee, acting on behalf of the Executive Board, shall take decisions on admission to the degree programme.

Section 3. Structure and design of the programme

Learning outcomes of the Historical, Literary and Cultural Studies (research) programme

Article 6.

The aim of all programmes within the Faculty of Arts is to teach students relevant humanities knowledge, insights, and skills, to train them academically, and to prepare them for further (academic) careers.

In addition to the general learning outcomes, the degree programme also aims to achieve programme-specific learning outcomes, enabling graduates of this programme to:

- a. obtain knowledge of leading theories and current developments within the humanities as well as the ability to critically reflect on the nature of the various disciplines and the associated methods
- b. critically analyse and interpret the phenomena and developments in the Research Master's own specialisation: Historical, Literature and Cultural Studies - Art and Visual Culture
- c. critically analyse the role of the humanities and participate in current debates on cultural and social changes
- d. the capacity to develop and implement research plans within their own specialisation, and to obtain and manage complex information with adequate control of heuristic skills and with adequate knowledge of auxiliary sciences and digital humanities
- e. write a thorough and comprehensive research report on a subject from the discipline, based on careful, independent, and critical research, and to embed this into the broader theoretical framework of the humanities, in particular a Master's Thesis and a scientific article
- f. convey the results of their own research and the research of others to both a scientific audience and the general public, with the use of modern tools and devices
- g. independently organise career-promoting activities, such as a period at an academic institute abroad and preparing a grant proposal.

Article 7. Programme study load

The degree programme has a study load of 120 EC. The study load of the degree programme has been adopted by the Executive Board through a separate decision.

Article 8. Degree programme structure

The degree programme is offered as full time. The programme structure has been adopted by the Executive Board through a separate resolution.

Article 9. Language of instruction

The education for this Master's programme is given in English and the examinations are, in principle, administered in English. The language of instruction for the degree programme has been adopted by the Executive Board through a separate resolution.

Article 10. Examination programme

The programme has an examination programme that is aimed at achieving the learning outcomes as referred to in Article 6. The examination programme consists of the coherent whole of educational units, as further described in Appendix II.

Article 11. Incorporation of educational units (free electives)

1. At the request of the student, the Examination Board will include educational units from outside of the degree programme.
2. The inclusion of an educational unit is only permitted prior to the start of the educational unit in question. However, proposals for changes are possible.
3. If the credits and study results of the educational units to be included differ from the definitions in these regulations, they will be converted. The Examination Board makes a decision regarding the conversion in accordance with the memorandum "*Conversie van studiebelasting en studieresultaten*" (conversion of grades and credits).

Article 12. Addition of extracurricular educational units

1. Adding extracurricular educational units from outside of the examination programme is permitted. Permission from the Examination Board is required for this.
2. At the request of the student, the Examination Board may include educational units from outside of the degree programme.
3. The provisions of Article 11, paragraphs 2 and 3 are applicable to the inclusion of extracurricular educational units.

Article 13. Exemption from educational units

1. Students can receive exemptions from educational units.
2. The total amount of exemptions is no higher than half of the mandatory examination programme.
3. At the request of the student, the Examination Board may grant an exemption for an educational unit and its corresponding interim examination, if the student:
 - a. has passed an examination for an educational unit in a relevant subject at a university;
 - b. demonstrates that they have adequate knowledge and skills regarding the educational unit in question as a result of relevant work or professional experience.

4. As a rule, the Examination Board does not grant exemptions for partial examinations.
5. In the assessment referred to in paragraph 3, the Examination Board assesses the relevance of the knowledge, insights, or skills that have already been examined.
6. Exemptions as referred to in paragraph 1 cannot be granted for the graduation assignment (Master's Thesis).
7. The Examination Board provides no exemptions on the basis of results obtained during the period in which the student has been excluded from participation in examinations by the Examination Board due to fraud, as specified in the Fraud Regulations; see Appendix IV.
8. The programme has the following (general) exemptions: not applicable.

Article 14. Substitution of educational units

1. The substitution of educational units is permitted.
2. In special cases, a student may, with permission from the Examination Board, substitute an educational unit from the examination programme with an educational unit from outside the programme.
3. The thesis cannot be replaced, except in cases in which the Examination Board concludes that the thesis can be replaced by participation in a research study or an internship for which an academic report can be written.
4. The provisions of Article 11, paragraphs 2 and 3 apply to the substitution of extracurricular educational units.

Article 15. Elective programme

Not applicable

Section 4. Structure and design of educational units

Article 16. Enrolment in education and registration for interim examinations and resits

1. The student must register and deregister via Osiris for instruction in the educational units associated with the degree programme.
2. The student who has registered on time and accordance with the current procedures for an educational unit is then also registered for the education and the corresponding interim examination.
3. The student must register themselves for the resit for an educational unit.
4. Registration for a resit or interim examination closes at 11:59 pm on the day preceding a period of five working days before the date of the interim examination, so that there are always five full working days between the deadline for registration for the interim examination in question and

the date of that examination. The day on which the interim examination takes place is not included in this period of five working days. After this period, registration is no longer possible, unless the Examination Board decides otherwise in special cases.

5. Students who are not registered will not be able to sit for an interim examination or resit.
6. Students who are enrolled for an interim examination or resit can deregister via Osiris no later than five working days before the date of the examination. This will be registered as “ND” (“did not participate”) in Osiris. The Examination Board may decide otherwise in exceptional cases.
7. If the student fails to show up for an interim examination that they were registered for, not appearing will be considered a used opportunity to sit the interim examination. This will be registered as “ND” in Osiris. The Examination Board may decide otherwise in exceptional cases.

Article 17. Access to education and interim examinations

1. The student is permitted to participate in all educational units of the study programme and to take the corresponding interim examinations.
2. Contrary to the provisions in paragraph 1, entry requirements apply to the educational units and/or corresponding interim examinations described in Appendix III. If there are entry requirements, the student will not be admitted to the educational unit and/or the corresponding interim examination until after these requirements have been met.
3. As an extension to paragraph 2, a student who has successfully passed an interim examination may not resit this examination without the explicit written authorisation of the relevant Examination Board.
4. In special cases, the Examination Board can grant exemptions from the entry requirements, either with or without replacement requirements.
5. Access to education and interim examinations is not dependent on financial contributions other than tuition fees, unless there are costs related to the education. If such abovementioned costs are involved, then these costs are listed in Appendix III.

Article 18. Selection of educational units per academic year

Each educational unit is offered once per academic year, unless otherwise specified in Appendix II.

Article 19. Number of interim examination opportunities per educational unit

1. For each educational unit, two examination opportunities are provided (one interim examination and one resit), unless otherwise specified in Appendix II.
2. The design and type of the resit is the same as that of the interim examination, unless otherwise specified in these regulations or in Appendix II.

3. The date of the first examination opportunity shall be announced at the beginning of the relevant semester. The date of the resit shall be announced prior to the first examination opportunity. The date of the resit must be announced before the first examination opportunity has taken place. With regard to the Master's Thesis, the internship, and other components that are not concluded with an interim examination, the programme may decide differently: *see Appendix II*.
4. Students shall be provided with at least one additional opportunity to sit an examination for a course that is no longer in the curriculum in the first academic year that it is no longer offered.
5. In instances in which a programme or professor has not set a deadline for a project or assignment, the project or assignment shall be submitted no later than 12 months following the end of the course to which the project or assignment belongs. Projects and assignments must always be submitted to the examiner at least 20 days prior to the final examination date.

Article 20. Education and interim examination periods

The educational units are provided in an annual schedule with two semesters that have been established by the Executive Board. At a minimum, Appendix II stipulates the semester and period in which the course is offered.

Article 21. Language of education and interim examinations

Instruction in and examinations of the educational units shall be conducted in the language of instruction of the degree programme, as defined in Article 9, unless otherwise provided in Appendix III.

Article 22. Learning objectives

Each course is aimed at achieving certain learning objectives that contribute to the achievement of the final learning outcomes. These learning objectives are established in the study guide for each course.

Article 23. Instruction method

For each educational unit, the instruction method is specified in the overview in Appendix II.

Article 24. Number of contact hours

The number of contact hours per educational unit is established in Appendix II.

Article 25. Examination form

1. The type of the interim examination is specified in Appendix II. Each course has the following types of interim examinations:

- a. written interim examination, including written exams that are conducted digitally;
 - b. verbal interim examination;
 - c. a mix of a and b.
2. In special cases, the Examination Board may decide to deviate from the type of examination established in Appendix II.
3. Written interim examinations are taken in the exam rooms of Radboud University. This does not apply to written assignments.
4. In principle, oral course examinations are not public unless the Examination Board decides otherwise. Oral examinations consist of an individual test in which, in principle, not more than one person is tested at the same time. In principle, oral examinations are administered in the presence of a second examiner or observer appointed by the Examination Board. In special cases, the Examination Board may require that the oral examination be recorded.
5. At the request of the student, the Examination Board may allow students with a functional impairment to take interim examinations in a form adapted to their individual functional impairment as a special examination provision. Prior to making a decision in this matter, the Examination Board may seek expert advice. If this involves facilities provided for a “digital test”, the Examination Board may also seek advice from the digital testing coordinator of the faculty in regard to the design of these facilities.

Section 5. Assessment and examination

Article 26. Rules for administering interim examinations

In order to ensure the proper procedure for administering interim examinations in the examination rooms of Radboud University, the dean has established the House Rules for Examination Rooms. In order to provide adequate and clear information, these house rules have been included in Appendix V of these regulations.

Article 27. Confirmation of examination results

1. The examiner determines the result of an examination in writing and records this result in Osiris.
2. The result of an interim examination is specified as a whole number or half number. With regard to this, grades up to .25 will be rounded down to .0, grades between .25 and .75 will be rounded to .5 and grades from .75 and up will be rounded up to .0. If the result of an interim examination is determined differently, this will be further described in the overview in Appendix III.
3. Contrary to the provisions in paragraph 2, the results of an interim examination will not be set at a score of 5.5. In that case, a score of less than 5.5 will be rounded down to 5 and a score of 5.5 or greater will be rounded up to a 6.

4. If the result of an examination is equal to or greater than 6.0, the examination is deemed to have been passed. If the result of an examination is equal to or lower than 5.0, the examination is deemed to not have been passed.
5. When a previously taken interim examination is retaken, the most recent result is valid in all cases.
6. Interim examination results may be expressed in numbers rounded to one decimal place. When rounding, the numbers after the first decimal place shall be ignored.
7. The provisions of paragraphs 2 to 4 do not apply to partial examinations.

Article 27a. Alphanumeric results

Without prejudice to the provisions of Article 27, the following alphanumeric results shall be established and registered in Osiris in the following cases:

- a. “ND” (“did not participate”), if the student was registered for an educational unit or an interim examination, but did not participate;
- b. “VR” (“exemption”), if, in accordance with the provisions of these regulations, the Examination Board has granted an exemption from an educational unit in the examination programme;
- c. “FR” (“fraud”), if fraud of any kind has been determined by the Examination Board when taking an examination and the Examination Board has declared the result of the examination in question invalid, in accordance with the provisions of the Regulation on Fraud attached to these regulations;
- d. “SFR” (“serious fraud”), if serious fraud has been determined by the Examination Board when taking an examination and the Examination Board has declared the result of the examination in question invalid, in accordance with the provisions of the *Regulation on Fraud* attached to these regulations.

Article 27b. Guidelines and rules for the Examination Board

1. The Examination Board is responsible for guaranteeing the quality of interim examinations and final examinations.
2. In the Faculty of Arts Examination Board Regulations, the Examination Board sets rules with regard to the procedures concerning course examinations and the necessary measures to be followed.
3. The Examination Board may provide guidelines and instructions to examiners to assist them in determining the examination results and assessing the candidate taking the examination.

Article 27c. Fraud and plagiarism

1. The definition of fraud and the procedures and sanctions in the event of (suspected) fraud are stipulated in the Fraud Regulations (see Appendix IV).
2. The provisions of Articles 5 and 6 of the Fraud Regulations during examinations (see Appendix IV) will be implemented as follows in the Faculty of Arts:
 - a. within ten working days of the report by the lecturer or examiner, the admissibility of the report will be determined by the Examination Board. If the report is deemed admissible, the student will be informed of this immediately.
 - b. within ten working days of the admissibility being determined, the student will be given an opportunity to be heard and the Examination Board will make a decision regarding any measures to be taken.
 - c. if the Examination Board and the student are still engaged in discussion, the period specified in paragraph 2b can be extended by up to ten working days.
3. In addition to the Fraud Regulations (see Appendix IV), the Examination Board of the Faculty of Arts can impose additional obligations (like writing an assignment or a reflective report about plagiarism or an assignment).

Article 28. Publication of results

1. Immediately after determining the results of the course examination, the examiner shall input the results into Osiris. The examiner shall determine the result of a written interim examination within 15 working days of the date it was administered. The examiner will immediately, and no later than ten working days after the date of a verbal interim examination, announce the result and provide the student with a written statement in this regard via the student administration. For interim examinations other than written or verbal examinations, the Examination Board or examiner will decide in advance the method and time frame in which the results will be announced to the students. The term of 15 working days will not be exceeded in this case. Contrary to the provisions of paragraph 2 and 3, the examiner shall publish the results of examinations and resits from period 4 within five working days of the end of the examination period.
2. In special cases and if requested, the examiner can either extend or shorten the time frames specified in paragraph 1. The examiner will inform the students about this time frame in case of an extension.
3. Once the results of an interim examination are published, students will be informed about their right to inspect their marked work as referred to in these regulations and about the possibility of appealing to the Examinations Appeals Board within the applicable appeal period.

These provisions do not apply to partial examinations.

Article 29. Right of inspection and explanation

1. Within at least 20 working days following the publication of the result of a written interim examination, the student may request access to review and inspect all graded work.
2. During the period referred to in paragraph 1, any interested parties may also inspect the questions and assignments made or given in the context of a written interim examination as well as the standards based on which the assessment took place.
3. Due to the limited amount of time between exam period 4 and resit period 4, inspection of examination results from these periods shall take place within two days after the relevant results are published.
4. Contrary to paragraph 1 and 2, the examiner may decide that inspection will take place for all students at the same time, on a date and at a time and place set in advance. If a student is unable to attend the inspection due to demonstrable circumstances beyond their control, a separate inspection can be arranged upon request, preferably within the time period referred to in paragraph 1.
5. In all cases, the inspection will take place within 5 working days before the next examination opportunity for the relevant educational unit.
6. The provisions in paragraph 1 to 5 do not apply to partial examinations.

Article 30. Validity period of interim examinations

1. The term of validity for successfully completed interim examinations is unlimited.
2. Contrary to the provisions in paragraph 1, the assessed knowledge, insights, and skills described in Appendix III will lapse after the period specified in that Appendix. The validity period of the interim examinations associated with these educational units expires after the aforementioned period.
3. The student will receive timely notification of the expiry of the validity of a successfully completed interim examination. At the minimum, this notification will include a reasoned explanation by or on behalf of the dean for why the knowledge, insights, and/or skills are outdated.
4. In special circumstances and individual cases, the Examination Board can extend the period referred to under paragraph 2. If a student has received financial support on the basis of the profiling fund, as referred to in the WHW, due to a disability or chronic illness, the Examination Board will always extend the period by least the number of months that financial support has been granted by the Executive Board.
5. The validity period for successfully completed interim examinations is, in principle, limited to the academic year, unless the validity period is otherwise specified in Appendix III. The validity period for the result of partial examinations will end when the result of the interim examination for the relevant educational unit has been definitively determined.

Article 31. Final examinations

1. The degree programme is concluded by the Master's final examination.
2. The Examination Board will determine the result of the final examination in writing once the student has passed the interim examinations of all the educational units of the degree programme in question. The Examination Board determines which examination the student took last.
3. At the same time as determining the result of the examination, the Examination Board also sets the examination date. The examination date is the date of the last examination referred to in paragraph 2.

Article 32. Degree and distinctions

1. A student who has passed the final examination of the degree programme will be awarded a Master of Arts degree.
2. The Examination Board can award a distinction to a student who has successfully passed the degree programme examination. The rules for awarding distinctions have been established in the Guidelines for Awarding Distinctions 2015. In order to provide adequate and clear information to students, these regulations have been included in Appendix VI of these regulations.

Section 6. Study performance, support, and advice

Article 33. Study performance and support

1. The dean of the faculty is responsible for recording study results in such a way that, upon request, every student can be provided with an overview of the results achieved at that time within a reasonable time of this request.
2. The dean is responsible for providing adequate student counselling (through student advisors and mentors).

Article 34. BSA regulations: *not applicable*.

Section 7. Evaluation of education

Article 35. Method of evaluation of education

In compliance with the quality assurance system of the university as described in the Handboek Kwaliteitszorg Onderwijs Radboud Universiteit (Radboud University quality assurance manual), the dean shall ensure that the education of the degree programme is systematically evaluated.

Section 8. Transitional provisions

Not applicable

Section 9. Final provisions

Article 36. Safety net scheme and hardship clause

1. In all cases not covered fully or clearly by these regulations, the decision lies with the dean.
2. In all cases in which these regulations may result in unreasonable or unfair situations for individual students, the Examination Board or, as a last resort, the dean is authorised to make an exception to the provisions in the Education and Examination Regulations.
3. In cases of conflict between these regulations and the relevant legal provisions, the WHW provisions will take precedence.

Article 37. Establishment, participational bodies and amendments

1. These regulations are drawn up or amended by the dean after receiving advice from the programme committee and after having obtained the approval of the Faculty Joint Assembly.
2. An amendment to these regulations has no impact on the current academic year, unless this would disproportionately damage the interest of the students.

Article 38. Entry into force

1. These regulations enter into force on 1 September 2020.
2. The Education and Examination Regulations applicable before this date will then expire.

Article 39. Publication

1. The Director of Education of the relevant department is responsible for publishing these regulations and any amendments thereto.
2. Any interested party can obtain a copy of these regulations from the Student Information Point (STIP).

Article 40. Evaluation

The dean is responsible for regularly assessing these regulations.

As established by the dean on 31 August 2020.

Appendix I Admission and eligibility criteria and procedures

A. Programme-specific admission requirements

Article 1 Admission requirements

1. Students are admitted to the programme if they have passed the final examination of one of the following Bachelor's degree programmes:

For Historical Studies:

- *Geschiedenis*
- or related disciplines

For Art and Visual Culture:

- *Kunstgeschiedenis*
- *Algemene Cultuurwetenschappen*
- *Griekse en Latijnse Taal en Cultuur*
- or related disciplines

For Literary Studies:

- *Griekse en Latijnse Taal en Cultuur*
- *Algemene Cultuurwetenschappen*
- *Nederlandse Taal en Cultuur*
- *Engelse Taal en Cultuur*
- *Duitse Taal en Cultuur*
- *Romaanse Talen en Culturen (French or Spanish)*
- or a different language.

Students will be admitted to the first year if the following additional requirements are met:

- the average grade is equal to or higher than 7.5 for the second and third years of their Bachelor's programme
- they achieved a grade of 8 or higher on their graduation assignment
- the student made a positive impression on the education staff at their admission interview with regard to the student's motivation to enrol in the Master's programme
- the student demonstrates sufficient proficiency in English, in accordance with the provisions in Appendix I, Article 2
- the student demonstrates passive knowledge of at least two other modern languages, and
- the student displays an ambition to conduct scientific research, coupled with a strong interest in national or international research.

2. Bachelor's or Master's students who want to enrol for the first year of a Master's programme but do not meet the minimum education requirements are also eligible for a proof of admission. The student can submit a written request to the faculty admission committee to discuss their application.

Article 2 Language requirements

In addition to the admission requirements described above, sufficient proficiency is required in the language in which the programme is taught.

1. A sufficient command of the English language is required to participate in the programme and to sit for examinations. Terms and Conditions:
 - If the student speaks English as their native language, they are not required to present an English test score. Students from the United States, Australia, Canada, Ireland, New Zealand, Singapore, Great Britain, and South Africa are considered to be native speakers of English.
 - All other applicants, including those who possess a Dutch HBO diploma, must demonstrate their English-language proficiency. To do this, the applicant is required to complete one of the following English-language proficiency exams in their own country or in the Netherlands:
 - OOPT (Oxford Online Placement Test), a score equal to or higher than C1
 - TOEFL (English as a Foreign Language) with a score of 600 (paper-based), 250 (computer-based) or 100 (internet-based)
 - IELTS (International English Language Testing System) with a score of 7.0
 - CAE (Cambridge Certificate of Advanced English) or CPE (Proficiency in English) with a score equal to or higher than C.

B. Pre-Master's programmes

Not applicable

Appendix II Examination programme

In accordance with the provisions in the general part of these regulations, the exam programme is comprised of the following educational components with the corresponding study load in EC (division per specialisation):

Historical Studies: Ideology, Mentality and Social Practice						
Course code	Name	Period	EC	Form (WC/HC)	Interim exams (ST/MT/SW)	CU
LET-HLCS-A10	Theories and Theoreticians in the Humanities	1 – 2	10	HC/WC	SW	3
LET-HLCS-B5	Methods and Techniques in the Humanities	3	5	HC/WC	SW	3
LET-HLCS-C5	Contemporary Debates in the Humanities	4	5	HC/WC	SW + MT	3
LET-HLCS-EKR	Key Research in the Humanities	4	5	HC/WC	SW + MT	3
LET-HLCS-HS02	International Historical Research	2	5	HC/WC	SW	3
LET-HLCS-HS01	Sources for Historical Research	3	5	HC/WC	SW + MT	3
LET-HLCS-ERT	Research Training (study abroad or internship)	3 – 4	20	Varying	Varying	Varying
	<i>Individual programme, including 10 EC of required components from the course offerings at national research institutes²</i>		25			
LET-HLCS-ERP	Research Proposal	1 – 4	5	Varying	SW	Varying
LET-HLCS-	Research Article	1 – 4	5	Varying	SW	Varying

²A selection can be made from the educational offerings of the following research institutes: N.W. Posthumus Instituut, ARCHON, Huizinga Instituut, NICA, NOG, OIKOS, OPG OSK, OSL, OSZMED, RMeS

ERA						
LET-HLCS- HS15	Research Master's Thesis	1 – 2	30	Varying	SW	Varying
			120			

WC = seminar, HC = lecture, ST = written examination, MT = oral examination,
 SW = written assignment, CU = number of contact hours, TBD = to be determined,
 NA = not applicable.

Art and Visual Culture in a Historical Perspective						
Course code	Name	Period	EC	Form (WC/HC)	Interim exams (ST/MT/SW)	CU
LET-HLCS-A10	Theories and Theoreticians in the Humanities	1 – 2	10	HC/WC	SW	3
LET-HLCS-B5	Methods and Techniques in the Humanities	3	5	HC/WC	SW	3
LET-HLCS-C5	Contemporary Debates in the Humanities	4	5	HC/WC	SW + MT	3
LET-HLCS-EKR	Key Research in the Humanities	4	5	HC/WC	SW + MT	3
LET-HLCS-AVC01	Art in its Historical Context	2	5	HC/WC	SW	3
LET-HLCS-AVC02	The Body in Art and Visual Culture	3	5	HC/WC	SW	3
LET-HLCS-ERT	Research Training (study abroad or internship)	3 – 4	20	Varying	Varying	Varying
	Individual programme, including 10 EC of required components from the course offerings at national research institutes ³		25			
LET-HLCS-ERP	Research Proposal	1 – 4	5	Varying	SW	Varying

³A selection can be made from the educational offerings of the following research institutes: N.W. Posthumus Instituut, ARCHON, Huizinga Instituut, NICA, NOG, OIKOS, OPG OSK, OSL, OSZMED, RMeS

LET-HLCS-ERA	Research Article	1 – 4	5	Varying	SW	Varying
LET-HLCS-AVC15	Research Master's Thesis	1 – 2	30	Varying	SW	Varying
			120			

WC = seminar, HC = lecture, ST = written examination, MT = oral examination,
 SW = written assignment, CU = number of contact hours, TBD = to be determined,
 NA = not applicable.

Literature and Literary Studies: Text in Context						
Course code	Name	Period	EC	Form (WC/HC)	Interim exams (ST/MT/W)	CU
LET-HLCS-A10	Theories and Theoreticians in the Humanities	1 – 2	10	HC/WC	SW	3
LET-HLCS-B5	Methods and Techniques in the Humanities	3	5	HC/WC	SW	3
LET-HLCS-C5	Contemporary Debates in the Humanities	4	5	HC/WC	SW + MT	3
LET-HLCS-EKR	Key Research in the Humanities	4	5	HC/WC	SW + MT	3
LET-HLCS-LS01	Regionalism and Beyond	2	5	HC/WC	SW + MT	3
LET-HLCS-LS02	International Literary Research	3 – 4	5	HC/WC	SW	3
LET-HLCS-ERT	Research Training (study abroad or internship)	3 – 4	20	Varying	Varying	Varying
	Individual programme, including 10 EC of required components from the course offerings at national research institutes ⁴		25			

⁴A selection can be made from the educational offerings of the following research institutes: N.W. Posthumus Instituut, ARCHON, Huizinga Instituut, NICA, NOG, OIKOS, OPG OSK, OSL, OSZMED, RMeS

LET-HLCS-ERP	Research Proposal	1 – 4	5	Varying	SW	Varying
LET-HLCS-ERA	Research Article	1 – 4	5	Varying	SW	Varying
LET-HLCS-LS15	Research Master's Thesis	1 – 2	30	Varying	SW	Varying
			120			

WC = seminar, HC = lecture, ST = written examination, MT = oral examination, SW = written assignment, CU = number of contact hours, TBD = to be determined, NA = not applicable.

Appendix III Course-specific information

Article 1. Attendance requirement

Not applicable

Article 2. Validity of credits earned

Contrary to the provisions of the general part, the following restrictions shall apply to study results:
not applicable.

Article 3. Resit regulations per course

Not applicable

Article 4. Entry requirements (sequence of components)

1. Examinations and associated practical exercises of the components listed below may only be done once the examinations of the listed components have been successfully completed:

Specialisation in Historical Studies

- Research Master's Thesis: after successfully completing International Historical Research, Sources for Historical Research, Theories and Theoreticians in the Humanities, Methods and Techniques in the Humanities, and Contemporary Debates in the Humanities
- Research Proposal: after successfully completing International Historical Research, Sources for Historical Research, Theories and Theoreticians in the Humanities, Methods and Techniques in the Humanities, and Contemporary Debates in the Humanities
- Research Article: after successfully completing International Historical Research, Sources for Historical Research, Theories and Theoreticians in the Humanities, Methods and Techniques in the Humanities, and Contemporary Debates in the Humanities

Specialisation in Art and Visual Culture:

- Research Master's Thesis: after successfully completing Art in its Historical Context, The Body in Art and Visual Culture, Theories and Theoreticians in the Humanities, Methods and Techniques in the Humanities, and Contemporary Debates in the Humanities
- Research Proposal: after successfully completing Art in its Historical Context, The Body in Art and Visual Culture, Theories and Theoreticians in the Humanities, Methods and Techniques in the Humanities, and Contemporary Debates in the Humanities
- Research Article: after successfully completing Art in its Historical Context, The Body in Art and Visual Culture, Theories and Theoreticians in the Humanities, Methods and Techniques in the Humanities, and Contemporary Debates in the Humanities

Specialisation in Literature and Literary Studies:

- Research Master's Thesis: after successfully completing Regionalism and Beyond, International Literary Research, Theories and Theoreticians in the Humanities, Methods and Techniques in the Humanities, and Contemporary Debates in the Humanities
- Research Proposal: after successfully completing Regionalism and Beyond, International Literary Research, Theories and Theoreticians in the Humanities, Methods and Techniques in the Humanities, and Contemporary Debates in the Humanities
- Research Article: after successfully completing Regionalism and Beyond, International Literary Research, Theories and Theoreticians in the Humanities, Methods and Techniques in the Humanities, and Contemporary Debates in the Humanities

2. In special cases, the Examination Board may, at the request of the student, permit deviations from the sequence stated above.

3. With regard to an examination that is not mentioned in the first paragraph because it relates to a course which is not mentioned in the curriculum of the degree programme, the Education and Examination Regulations of the relevant degree programme shall apply.

Article 5. Costs of education, other than tuition

Not applicable

Article 6. Practical exercises

a. All the specialisations listed in Appendix II consist of regular lectures, tutorials and seminars in addition to practical exercises in the form of written and/or verbal assignments.

b. The interim examination of a component as described in the first paragraph of this article, cannot be taken until after the relevant practical exercises are completed successfully: *not applicable*.

c. With regard to the following components, successfully completing the relevant additional assignments is considered passing the examination: *not applicable*.

Article 7. Special facilities

Not applicable

Article 8. Language of instruction for each course:

The language of instruction of this Master's programme is English and the interim and final examinations are, in principle, administered in English. At the request of the student, exceptions can be made by the Examination Board regarding the language of examinations, provided there is a well-founded reason for it. The standard employed for this is that up to 60 EC of the complete 120 EC programme can be completed in a language other than English.

The Examination Board can grant an exception, as long as it is not in conflict with the goals of the course with regard to the development of language proficiency, student interaction, and peer feedback during lectures.

Article 9. Individual programme

- a. Courses included in the individual programme must be approved by the Examination Board beforehand.
- b. If a student of the Research Master's programme takes courses that are offered by Master's programmes (other than a Research Master's) in the Netherlands, their study load must be increased. This increase means that the student will be required to write a final paper in English as well as a 1000-word report reflecting on the course. The student must also hold a 10-minute debate with the course lecturer. If the lecturer is unable to do so, the tutor of the course will participate in this component.
- c. If a student taking a Master's course taught in German, French, Dutch, or Spanish wants to write the final paper in a different language, an exception to this can be requested from the Examination Board.
- d. At least 10 EC of the individual programme must consist of courses from research schools. Students can choose from the educational offerings of the following research schools: N.W. Posthumus Instituut, ARCHON, Huizinga Instituut, NICA, NOG, OIKOS, OPG OSK, OSL, OSZMED, and RMeS.

Appendix IV Fraud Regulations

Section 1. Introductory Provisions

Article 1. Objective and scope of the regulations

To prevent fraud during interim and final examinations, as referred to in Article 7.12b of the Act, associated with the education and examinations of the Research Master's programme in Historical, Literary and Cultural Studies of Radboud University (hereinafter: RU), the Dean of the Faculty of Arts has established the following regulations.

Article 2. Definition of terms

The terms used in these regulations, which are also used in the Higher Education and Research Act (Wet op het hoger onderwijs en wetenschappelijk onderzoek, hereinafter, "the Act") or the Education and Examination Regulations of the degree programme (hereinafter: the EER) will have the same meaning as these terms have in the Act or the EER.

Section 2. Definition of fraud, procedure and sanctions

Article 3. Definition of fraud

1. Fraud at Radboud University is defined as any behaviour or negligence on the part of the student that, by nature, is directed towards making it partly or entirely impossible to properly assess the knowledge, insights, and skills of the student or of another student.
2. Fraud in general is defined as:
 - a) fraud when taking written interim and final examinations, including:
 - i. having access to unauthorised aids as referred to in the House Rules for Examination Rooms
 - ii. looking at the work of others or exchanging information
 - iii. impersonating someone else or allowing someone else to impersonate oneself during an interim or final examination
 - b) fraud when writing theses or other papers, including
 - i. plagiarism in the sense of using or including the another person's texts, data, or ideas without fully and correctly citing the source; plagiarism in the sense of using the work of another student and presenting it as one's own; and other forms of plagiarism specific to academia
 - ii. the fabrication or falsification of research data

- iii. the submission of a thesis or other paper that has been written by someone else
- c) other fraud during examination, including
 - i. acquiring the questions, answer sheets, or other similar information prior to the time of the examination
 - ii. changing answers to questions on an examination after it has been submitted for assessment
 - iii. providing incorrect information when requesting exemption, an extension of the validity period, and other similar requests regarding an examination.
- 3. Any attempt at fraud will also be considered fraud in the sense of these regulations.

Article 4. Procedure for determining fraud

1. In the event that fraud is suspected, the Examination Board or the examiner will immediately inform the student. If fraud is suspected while an exam is being given, then the Examination Board or the examiner will provide the student with the opportunity to complete the exam.
2. The Examination Board or the examiner may order the student to provide the materials involved in the suspicion of fraud.
3. For the application of the provisions in paragraphs 1 and 2, the examiner is understood to include the invigilator or another RU staff member.
4. The Examination Board or the examiner will draw up a report of the suspected fraud. If the examiner draws up the report, they will send it to the Examination Board immediately.
5. The Examination Board will immediately make the report referred to in Article 4 available to the student and will begin an investigation into it. The Examination Board will provide the student with the opportunity to respond to the report in writing. The Examination Board will hear both the examiner and the student.
6. Within six weeks of making the report available to the student, the Examination Board will determine whether there is evidence of fraud. The Examination Board will inform both the student and the examiner of its decision in writing.

Article 5. Remedial measures

If the Examination Board determines that fraud has taken place:

- a) it will declare the interim examination or final examination in question to be invalid;
- b) it will document the identification of fraud and, if applicable, the sanctions imposed in the student's file.

Article 6. Sanctions

1. If the Examination Board determines an instance of fraud, it is able to:
 - a) decide that the student is no longer able to sit for one or more exams during a period to be defined by the Examination Board, being no longer than a year;
 - b) decide that the distinction can be granted on the student's diploma;
 - c) recommend to the Dean of the Honours Academy that the student not be admitted into the honours programme of the university or faculty, or that the student's participation in the university or faculty honours programme be terminated.
2. If *serious* fraud has been determined by the Examination Board, the Executive Board may definitively terminate the student's enrolment in a degree programme at the suggestion of the Examination Board.
3. The sanctions as specified in this provision will be imposed on the day following the date on which the student has been informed of the decision to impose the sanctions.

Section 3. Transitional provisions

Not applicable

Section 4. Final provisions

Article 7. Decisions and legal protection

1. Decisions on the basis of these regulations may be sent to the student digitally or by e-mail.
2. For decisions based on these regulations, the student is permitted to appeal the relevant decision with the Examination Appeals Board (EAB) within six weeks of the decision date.

Article 8. Establishment and amendments

1. This scheme is adopted and amended by the dean.
2. If the content of these regulations relates to the duties and powers of the Examination Board of the degree programme, that content must be approved by that Examination Board.

Article 9. Entry into force

These regulations enter into force on 1 September 2019. On that date, these regulations will replace the preceding regulations.

Article 10. Publication

1. The dean is responsible for publishing these regulations and for appropriately disclosing any amendments thereto.
2. For the purposes of adequately and clearly informing (prospective) students, the dean has included these regulations as an appendix to the Education and Examination Regulations (EER).

As established by the dean on 5 February 2019 and ratified by the Examination Board of the faculty on 28 February 2019.

Appendix V Regulations regarding House Rules for Examination Rooms

Section 1. Introductory Provisions

Article 1. Objective and scope of the regulations

In order to ensure the proper procedure for administering the interim examinations that are part of the education and examination programme of the Historical, Literary and Cultural Studies Research Master's programme and which are held in the examination rooms of Radboud University (hereinafter: RU), the Dean of the Faculty of Arts has established the following regulations.

Article 2. Definition of terms

The terms used in these regulations, which are also used in the Higher Education and Research Act (Wet op het hoger onderwijs en wetenschappelijk onderzoek, hereinafter, "the Act") or the Education and Examination Regulations of the degree programme (hereinafter: the EER) will have the same meaning as these terms have in the Act or the EER.

Article 3. Examiners and invigilators

1. The Examination Board of the Faculty of Arts appoints one or more examiners to administer examinations.
2. The designated examiners, referred to in paragraph 1, are responsible for the supervision and execution of the provisions in these regulations. On behalf of the designated examiner(s), one or more invigilators assigned by or on behalf of the Executive Board may also be present in the examination rooms.
3. When assigning invigilators, at least one designated examiner must be present in the examination room or be available on call. At the Faculty of Arts, the examiner is only available on call.

Article 4. Executive Board provisions

1. This regulation contains provisions as defined in Article 7.57h of the WHW. Given the power of attorney decision of the Executive Board of 15 May 2019, the dean is authorised to adopt these regulations on behalf of the Executive Board. The student is obligated to comply with the provisions established in these regulations.

2. Students who do not comply with the provisions in these regulations can be denied access to the examination room by or on behalf of the examiner. Failure to comply with the rules can also lead to a suspicion of fraud as described in the Fraud Regulations.

Article 5. Guidelines for examiners

These regulations contain provisions as defined in Article 7.12b of the WHW. The student is obligated to comply with the provisions laid out in these regulations.

Article 6. Instructions from examiners to students

1. If required in a specific situation, an examiner can, in the spirit of the provisions in these regulations, give instructions to the student in the RU examination rooms. The student is obligated to comply with these instructions.
2. Students who do not follow the instructions referred to in paragraph 1 may be denied access to the examination room by the examiner. Failure to comply with the rules can also lead to a suspicion of fraud as described in the Fraud Regulations.

Section 2. House rules

Article 7. Entry to and exit from the examination room

1. The following applies to entry to and exit from the examination rooms:
 - a. The exam room is accessible to students at least 15 minutes before the start of the examination.
 - b. Except for the cases described in paragraphs c and d, students will no longer be admitted to the examination room after the start of the examination.
 - c. Student who arrive late to the examination room will still be able to be admitted to the examination room 15 minutes after the start of the examination.
 - d. Toilet visits are permitted during the examination.
 - e. Students are not allowed to leave the examination room during the first 30 minutes of the examination.
2. In exceptional cases, the Examination Board may deviate from the provisions in paragraph 1. If the Examination Board decides to deviate from the provisions in paragraph 1, the student will be informed in a timely fashion.

Article 8. Student identification

1. Students must be able to identify themselves at all times in the examination room using a valid proof of identity. This includes a passport, driving licence, ID card, or residence permit.
2. Students who cannot identify themselves as described above will not be admitted to the examination room.

Article 9. Start and duration of the examination

The examiner starts the interim examination at the scheduled time. If, due to circumstances, the examination starts later, the examiner will ensure that the scheduled examination duration can be fully utilised by the student.

Article 10. Unauthorised aids

1. During the examination, the student has no items at his or her disposal that can be used as an examination aid, unless the examiner has explicitly stipulated that the aid is permitted prior to the start of the examination.
2. Aids within the meaning of these regulations include: dictionaries/books, dictations and notes as well as watches, laptops, tablets, telephones, and other (smart) devices and/or wearables.

Article 11. Submitting examination work

1. After the examination, the student is obliged to hand in their examination work.
2. The student may also be required to submit other exam materials, such as exam assignments and/or scrap paper used during the exam.

Article 12. Order and quiet in and the design of the examination room

1. Coats, bags and other accessories must be placed in accordance with the examiner's instructions.
2. In order to prevent disruption of the Wi-Fi signal, equipment present in the room, including watches, laptops, tablets, telephones, and (other) (smart) devices and/or wearables must be switched off according to the examiner's instructions.
3. Without prejudice to the provisions of the preceding paragraphs, the examiner will take the measures necessary to ensure proper supervision and to maintain order and quiet in the examination room before, during and after the examination.
4. At least one clock is clearly visible to every student in every examination room during examinations.
5. Eating and drinking in the examination room is permitted, unless this makes it impossible to maintain proper supervision and/or order and quiet.

Section 3. Transitional provisions

Not applicable

Section 4. Final provisions

Article 13. Deviation from these house rules

In exceptional cases, the Examination Board may deviate from the provisions in these regulations.

Article 14. Establishment and amendments

1. This scheme is adopted and amended by the dean.
2. If the content of these regulations relates to the duties and powers of the Examination Board of the degree programme, that content must be approved by that Examination Board.

Article 15. Entry into force

These regulations enter into force on 1 September 2020. On that date, these regulations will replace the preceding regulations.

Article 16. Publication

1. The dean is responsible for publishing these regulations and for appropriately disclosing any amendments thereto.
2. For the purposes of adequately and clearly informing (prospective) students, the dean has included these regulations as an appendix to the Education and Examination Regulations (EER). The Examination Board will accordingly include the regulations as an appendix to the degree programme rules and guidelines drawn up by the relevant programme committee.

As established by the dean on 18 June 2019 and ratified by the Examination Board of the faculty on 20 June 2019.

Appendix VI Guideline for awarding distinctions

Article 1 - Awarding distinctions

1. With due observance of the provisions set out in this article, the Examination Board is responsible for the decision of whether a distinction shall be awarded and if so, which distinction.
2. The distinction:
 - a. “cum laude” shall be awarded if the weighted average result of the final assessment of the components referred to in paragraph 3 is equal to or higher than 8.0, or
 - b. “summa cum laude” shall be awarded if the weighted average result of the final assessment of the components referred to in paragraph 3 is equal to or higher than 9.0.
3. The distinction shall be calculated on the basis of all components of the examination programme for which a mark has been awarded on a scale ranging between 1 and 10, with the exception of extra-curricular components.
4. The number of EC of the component referred to in paragraph 3 shall serve as the weighting factor for the calculation of the weighted average result, unless stipulated otherwise in the programme-specific part of these regulations.
5. The distinction shall not be awarded if more than 10 percent of the total study load of the examinations programme (being one or more components) has been re-sat and if interim examinations have been re-sat more than once, unless the Examination Board exercises its authority to decide otherwise, stating the reasons for this decision.
6. The distinction shall not be awarded if fraud was discovered in one of the examinations of the degree programme.

Article 2 - Transitional provision for distinctions

Not applicable