

**Academic and Examination Regulations  
(AER)**

Academic year 2017 - 2018

Vrije universiteit Amsterdam  
School of Business and Economics

Master's degree programme in

Accounting and Control  
Business Administration  
Econometrics and Operations Research  
Economics  
Finance  
Marketing  
Spatial, Transport and Environmental Economics

Pre-Master's programmes in

Business Administration  
Entrepreneurship (joint degree)  
Finance  
Marketing

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## **Section A: School section**

### **1. General provisions**

#### ***Article 1.1 Applicability of the Regulations***

1. These regulations apply to the educational activities associated with and examinations of the Master's degree programmes in
  - a. Accounting and Control (ft and pt);
  - b. Business Administration (ft and pt), including the Duisenberg Honours Programme Financial Markets Regulations ;
  - c. Econometrics and Operations Research;
  - d. Economics
  - e. Spatial, Transport and Environmental Economics;
  - f. Finance, including the Duisenberg Honours Programme Quantitative Risk Management and
  - g. Marketing (ft and pt),hereinafter referred to as: 'the degree programme,' as well as to the pre-master programmes in
  - g. Business Administration;
  - h. Entrepreneurship (joint degree);
  - i. Finance, and
  - j. Marketing,hereinafter referred to as 'the pre-master programme'.
2. The degree programme is offered by the School of Business and Economics of Vrije Universiteit Amsterdam, hereinafter referred to as: 'the School'.
3. These regulations apply to anyone following the degree programme during this academic year, irrespective of when he or she started the degree programme. Where necessary, transitional regulations will also apply. These are published in the Study Guide and on VU.net.
4. These Regulations consist of a School section (A) and a programme-specific section (B). Section A contains general provisions and applies to the teaching and examinations of the Master's degree programmes of the School. Section B contains programme-specific provisions. Together, Sections A and B form the Academic and Examination Regulations for the programme.
5. Section B of these Academic and Examination Regulations may contain additional general provisions for the relevant degree programme.

#### ***Article 1.2 Definitions***

The following definitions are used in these Regulations:

- |                          |  |
|--------------------------|--|
| a. EC (European Credit)  | a credit with a workload of 28 hours of study;   |
| b. final examination:    | the completion of the Master's programme;  |
| c. fraud and plagiarism: | the student's acts or failures to act which make it wholly or partially impossible to accurately judge his/her knowledge, understanding and skills;  |
| d. joint degree:         | a degree awarded by an institution together with one or more institutions in the Netherlands or abroad, after the student has completed a degree programme (a degree programme, a major or a specific curriculum within a degree programme) for which the collaborating institutions are jointly responsible;  |
| e. component:            | a unit of study of the programme within the meaning of the WHW. A component can be a compulsory component or an elective;  |
| f. period:               | a part of a semester;  |
| g. practical:            | a component specifically aimed at acquiring certain (academic) skills or training. Practicals that are part of a component are not practicals in the sense described here, but have the status of a constituent exam. Examples of practicals include: <ul style="list-style-type: none"><li>○ carrying out a research assignment</li><li>○ taking part in fieldwork or an excursion</li><li>○ conducting a literature review</li></ul> |

|                               |   |
|-------------------------------|---|
| h. programme:                 | <ul style="list-style-type: none"> <li>○ taking part in another educational learning activity aimed at acquiring specific skills or participating in and completing a work placement</li> </ul> <p>the totality and cohesion of the components, teaching activities/methods, contact hours, testing and examination methods and recommended literature;</p> |
| i. SAP/SLcMVU:                | the Student Information System;   |
| j. study guide:               | the guide for the degree programme that provides further details of the provisions and other information specific to that programme. The Study Guide is available electronically at the website / Vunet.  |
| k. workload:                  | the workload of the component to which an examination applies, expressed in terms of credits = EC. (The workload for 1 year (1,680 hours) is 60 EC credits);  |
| l. working day:               | Monday to Friday, except for public holidays or days designated as holidays by Vrije Universiteit Amsterdam.  |
| m. academic year:             | the period beginning on 1 September and ending on 31 August of the following calendar year;   |
| n. examiner:                  | lecturer authorized by the Examination Board to assess an examination, constituent examination or practical;  |
| o. examination:               | a final assessment of the student's knowledge, understanding and skills relating to a component. The assessment is expressed in terms of a final mark. An examination may consist of one or more constituent examinations;  |
| p. constituent examination    | an assessment of the student's knowledge, understanding and skills relating to a part of a component. The assessment is expressed in terms of a constituent result, which contributes to the final mark. A non-mandatory assessment within a component, such as an opportunity to earn a bonus point, is not a constituent examination.                     |
| q. constituent result:        | the result of a constituent examination;  |
| r. mark                       | the final mark for an examination;  |
| s. regulations and guidelines | the Regulations and Guidelines regarding examinations SBE, as defined in article 7.12, paragraph 4 of the WHW;  |
| t. WHW:                       | the Dutch Higher Education and Research Act ( <i>Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek</i> , WHW);   |
| u. programme charter:         | the part of the Student Charter specific to the programme in accordance with Section 7.59 of the WHW.   |

The other terms have the meanings ascribed to them by the WHW.

## 2. Previous education and admission

### *Article 2.1 Previous education*

1. In order to qualify for enrolment in a Master's degree programme, a Bachelor's degree obtained in academic higher education (WO) is required. The requirements that the Bachelor's degree must meet are specified in Section B.
2. In the event that a candidate does not have a Bachelor's degree as referred to in paragraph 1, the Admission Board of the degree programme will assess suitability for admission to the programme on the basis of the requirements stipulated in Section B.
3. In order to qualify for enrolment in a Master's degree programme for teaching in pre-university education, the individual concerned must have been awarded the Master's degree in the relevant subject area, pursuant to Section 7.10a of the WHW.

### *Article 2.2 Application and enrolment*

1. The deadline for application for the Master's programme is stipulated in Article 3.4 (Section B).
2. After applying on time, the student must enrol before 1 September. The enrolment deadline for pre-master's programmes is 1 February.

### ***Article 2.3 School Admission Board***

The SBE board will establish one or more Admission Boards. The SBE board will appoint its members after consultation with the programme directors and Examination Boards of the relevant degree programmes.

### ***Article 2.4 Admission procedure***

1. The Admission Board is responsible for admission to the programme.
2. With a view to admission to the programme, the Admission Board assesses the candidate's knowledge, understanding and skills. The Board may request experts within or outside the University to test certain types of knowledge, understanding and skills, in order to supplement written evidence of the programme/programmes the student has already completed. In its assessment, the Board includes knowledge of the language in which the programme will be taught.
3. Candidates receive either confirmation of admission or a negative decision. An appeal against a negative decision can be lodged with the Examination Appeals Board within six weeks.

### ***Article 2.5 Refusal or termination of enrolment (unsuitability/judicium abeundi)***

1. Based on the provisions of Section 7.42a of the WHW, the SBE board or the Examination Board may, in exceptional cases, ask the Executive Board to terminate or refuse a student's enrolment in a programme, if that student's actions or remarks show that he/she is unsuitable either for practising one or more of the professions for which the programme in question is preparing the student or for the practical preparation for professional practice.
2. If a student is suspected of being unsuitable as described in paragraph 1, the Examination Board or the SBE board will instigate an inquiry, of which the student will be informed immediately. The Examination Board or the SBE board will not issue any recommendation without carefully considering the interests involved and giving the student the opportunity to be heard.

## **3. Degree programme structure**

### ***Article 3.1 Structure of academic year***

1. Every degree programme will be offered in a year divided into two semesters.
2. Every semester consists of three consecutive periods of eight, eight and four weeks.

### ***Article 3.2 Organisation of the programme***

1. The programme comprises the units of study as stipulated in the Study Guide.
2. The size of the degree programme in EC is stipulated in the Study Guide.
3. A component comprises 6 EC or a multiple thereof.
4. By way of exception to paragraph 3, the Study Guide may stipulate that a component comprises 3 EC or a multiple thereof.
5. The programme is made up of compulsory components including an individual Master's thesis and, if applicable, one or more subject-specific electives as specified in the Study Guide.
6. If the student wishes to choose a different elective than those stipulated in the Study Guide as part of his/her programme, prior permission is required from the Examination Board.

## **4. Examinations**

### ***Article 4.1 Signing up for education and examinations***

1. Students must sign up for participation for all programme components. This is only possible in the periods designated for that purpose.
2. Every student must sign up for every examination opportunity. The procedure for signing up is described in an annex to the Student Statute and on VUnet. Participation in the examination may be refused if the student does not sign up or fails to do so in time.

3. By way of exception to the provisions of paragraph 1, any student who has correctly signed up for participation in the instruction/classes for a particular course and has been admitted will also be signed up for the subsequent examination, unless the degree programme stipulates a different approach.

#### **Article 4.2 Type of examination**

1. The Study Guide stipulates the way in which a component is concluded and the form any examination will take.
2. At the student's request, the Examination Board may permit a different form of examination than that stipulated in the Study Guide. If applicable, more detailed regulations on this are included in the Rules and Guidelines for the Examination Board.
3. In the case of a component that is no longer offered, in the academic year following its termination, at least one opportunity will be provided to sit the examinations(s) or parts thereof and a transitional arrangement will be included in the Study Guide and on VUnet.

#### **Article 4.3 Oral examinations**

1. Unless otherwise specified for the relevant component in Section B, no more than one student will be examined orally at the same time.
2. An oral examination is public unless the Examination Board or examiner determines otherwise in an exceptional case. A student may submit a reasoned request to the Examination Board to depart from the public nature of the oral examination. The Examination Board will balance the interests of the student against the interests of a public examination.
3. Unless otherwise specified by the Examination Board, an oral examination will be taken in the presence of a second examiner.
4. Before the commencement of an oral examination, the examiner will ask the student for valid proof of enrolment and identification.

#### **Article 4.4 Determining and announcing results**

1. The examiner determines the result (= mark) of a written examination as soon as possible, but at the latest within ten working days. Contrary to the provisions of the first sentence, the marking deadline for theses and work placements is no longer than twenty working days. The examiner will then immediately ensure that the marks are registered.
2. If, as a result of exceptional circumstances, the examiner is likely to exceed the deadline, he or she must inform the Examination Board, stating reasons. If the Examination Board approves the delay the board will then ensure that the students are informed of the new deadline.
3. The examiner determines the result (= mark) of an oral examination as soon as the examination has finished and informs the student accordingly. The third sentence of the first paragraph applies.
4. In the case of alternative forms of oral or written examinations, the Examination Board determines in advance how and by what deadline the student will be informed of the results.
5. Together with the result of an examination, the student's attention will also be drawn to their right to inspect the assessed work and have a post-examination discussion as stipulated in Articles 4.9 and 4.10, as well as his/her option to appeal to the Examinations Appeals Board (Cobex).
6. A student may lodge an appeal against the way in which the result was reached with the Examination Appeals Board within six weeks of the announcement of the result.
7. In the event that the Examination Board ascertains that a student has committed fraud, it is entitled to take measures against the student.

#### **Article 4.5 Exams and resits**

1. An opportunity will be offered to sit examinations in the degree programme twice in each academic year.
2. The most recent mark will apply in the event of a resit. A retake is allowed for both passed and failed examinations.
3. Constituent examinations are resat as specified in the Study Guide or course manual.

4. As an exception to paragraph 1, practicals as defined in article 1.2 sub g are examined only once in each academic year. Results may be improved by the student before a deadline specified by the examiner; the final mark will in that case not exceed 6. In case this applies to the final thesis the programme's thesis coordinator may deviate from this rule in case of exceptional circumstances.
5. The resit for a (constituent) examination must not take place within ten working days of the announcement of the result of the examination being resat.
6. A resit always covers the same material as the original (constituent) examination and is offered in the same form.

#### **Article 4.6 Marks**

1. Constituent results are given on a scale from 1 to 10 with no more than one decimal point. An examination is assessed as a pass or a fail, or, when expressed as a mark, 6 or higher (pass) and 5 or lower (fail).
2. Marks are given in whole or half points.
3. Marks between 5 and 6 will be rounded off to whole points: from 0.1 - 0.4 rounded down; from 0.5 - 0.9 rounded up. To pass a course, a 6 or higher is required.
4. Symbols may be used rather than numbers (v, g etc.).

#### **Article 4.7 Exemption**

1. At the written request of the student, the Examination Board may exempt the student from taking one or more components, if the student:
  - a) has passed a course component of a university or higher professional education programme that is equivalent in both content and level; or
  - b) has demonstrated through his/her work and/or professional experience that he/she has sufficient knowledge and skills with regard to the relevant course component.
2. The Examination Board will make a decision within twenty working days of receiving the written request.
3. This exemption does not apply to the Master's thesis.
4. Section B may set a limit on the number of components for which an exemption can be granted.

#### **Article 4.8 Validity period for results**

1. From September 2017 onwards all examinations passed and examination exemptions that were valid on August 31<sup>st</sup> 2017 remain valid unlimited unless specified otherwise in Section B.
2. The validity period of a constituent examination is limited to the academic year in which it was sat.
3. If the validity period of an examination passed or an examination exemption is limited in section B, the Examination Board can extend the limited validity period of an examination or exemption on the basis of hardship if a student submits a reasoned request to that effect.

#### **Article 4.9 Right of inspection**

1. For at least twenty working days after the announcement of the results of a written examination, the student can, on request, inspect his/her assessed work, the questions and assignments set, as well as the standards applied for marking.
2. The Examination Board can determine that the inspection or post-examination discussion referred to in paragraph 4.9.1 and 4.10 take place exclusively at a specified place and at a specified time. The place and time referred to in the previous clause will be announced at the time of the examination.
3. If the student was unable to attend at the place and time referred to in paragraph 2 through no fault of his/her own, an alternative option will be offered.
4. If a student intends to appeal against the way in which his/her mark was assessed, he/she can be issued with a copy of the marked work at cost price.



#### ***Article 4.10 Post-examination discussion***

1. If a collective post-examination discussion has been organised, individual post-examination discussions will be held only if the student has attended the collective discussion or if he/she was unable to attend the collective discussion through no fault of his/her own.
2. Students who meet the requirements stipulated in the first paragraph can submit a request for an individual post-examination discussion to the relevant examiner. The discussion will take place at a time, location and manner to be determined by the examiner.

#### ***Article 4.11 Master's final examination***

1. The Examinations Board determines the final examination result and the date on which the student obtains his/her degree after it has been established that the student has passed all the components belonging to the programme.
2. As an exception to paragraph 1, prior to assessing the result of the examination, the Examination Board can undertake an evaluation of the student's knowledge with regard to one or more degree programme components, if and in so far the results of the relevant examinations in question warrant it.
3. A diploma can only be awarded after the Executive Board has declared that the student has satisfied all the procedural requirements, including the payment of tuition fees.

#### ***Article 4.12 Diplomas and transcripts***

1. The Examination Board grants a diploma as proof that the student has passed his/her final examination. The Executive Board sets the model for the diploma. The Examination Board adds a diploma supplement to the diploma providing information on the nature and content of the degree programme completed. The diploma supplement is drawn up in English and complies with the European format.
2. Individuals who have successfully completed more than one or more components of the programme and who cannot be awarded a diploma as stipulated in paragraph 1 will, on request, receive a statement to be issued by the relevant Examination Board stating at least the components that have been successfully completed and the number of EC obtained.
3. The student can, without needing to provide reasons, request that the Examination Board does not proceed to award a diploma, unless the student him-/herself submitted the request for its issue, taking due account of the validity rules.

#### ***Article 4.13 Fraud and plagiarism***

1. The provisions of the Rules and Guidelines for the Examination Board apply in full.
2. Electronic detection software programs may be used to detect plagiarism in texts. In submitting a text, the student implicitly consents to the text being entered into the database of the detection program concerned.

### **5. Study supervision and study progress**

#### ***Article 5.1 Administration of study progress and academic student counselling***

1. The SBE board is responsible for the correct registration of the students' study results in the student information system. Each student can consult a list of his/her registered marks via VUnet, The list is updated without delay following the registration of each mark.
2. Enrolled students are eligible for academic student counselling. The types of academic student counselling available are listed in Section B.

### ***Article 5.2 Adaptations for students with a disability***

1. A student with a disability can at the moment of submission, or at a later instance, submit a request via VUnet to qualify for special adaptations with regard to teaching, practical training and examinations. These adaptations will accommodate the student's individual disability as much as possible, but may not alter the quality or degree of difficulty of a course or an examination. In all cases, the student must fulfil the exit qualifications for the degree programme.
2. The request referred to in the first paragraph must be accompanied by a statement from a physician or psychologist. Where possible, the statement should include an estimation of the extent to which progress of study will be hindered
3. In the case of dyslexia, no recommendation from a student counsellor is required and a statement from a BIG, NIP or NVO accredited testing centre will suffice.
4. The SBE board or, on its behalf, the Graduate School director or the programme director decides on the adaptations concerning the teaching facilities and logistics. The Examination Board will rule on requests for adaptations with regard to examinations.
5. A request for adaptations will be refused if it would place a disproportionate burden on the organisation or the resources of the School or university were it to be upheld.
6. The decision may include a limitation of the period of validity.

## **6. Hardship clause**

### ***Article 6.1 Hardship clause***

In exceptional cases, the Examination Board may deviate from these Academic and Examination Regulations in the student's favour, where application of the regulations leads to disproportionate disadvantage or unfairness of a serious nature.

## Section B: Programme-specific section

### **1. General provisions**

#### **Article 1.1 Degree programme information**

1. Master Accounting and Control (CROHO number 60047),  
Master Business Administration (CROHO number 60644),  
Master Econometrics and Operations Research (CROHO 66833),  
Master Economics (CROHO number 66401),  
Master Finance (CROHO number 660046),  
Master Marketing (CROHO number 60048),  
Master Spatial, Trans and Environmental Economics (CROHO number 60444)  
are all offered on a full-time basis.  
*Part time Masters:*  
Accounting and Control (CROHO number 60047),  
Business Administration (CROHO number 60644),  
Marketing (CROHO number 60048),  
are offered on a part-time basis.  
The part-time programme has a nominal study duration of 2 years; full-time 1 year.
2. The programme has a workload of 60 EC, except for the MSc Finance honours programme 'Duisenberg Honours Programme Quantitative Risk Management', which has a study load of 84 EC, the MSc Business Administration specialization Management Consulting Honours Track, which has a study load of 84 EC, the MSc Business Administration specialization 'Duisenberg Honours Programme Financial Markets Regulations', which has a study load of 90 EC and the MSc Econometrics and OR Honours Track Operations Research, which has a study load of 78 EC.

#### **Article 1.2 Intake dates**

The full-time Master programmes are offered starting in the first semester of the academic year (1 September) only. The part-time Master programmes start in the first and in the second semester (1 February). The Pre-Master's programmes start in the second semester (1 February). The intake dates mentioned in this paragraph ensure that a programme can be completed within the nominal study duration set for the programme.

#### **Article 1.3 Language**

1.
  - a. The full-time degree programme is taught in the English language and examinations will be taken in English.
  - b. The pre-master programme is taught in the Dutch or English language and examinations will be taken in Dutch or English
  - c. The part-time degree programme for selected students is taught in the Dutch or English language and examinations will be taken in Dutch or English.
2. As an exception to that stipulated in paragraph 1, the SBE board may grant permission in specific cases and in accordance with the Foreign Language Code of Conduct for the programme, or a component of the programme, to be taught in a different language:
  - a. in the case of a degree programme or component relating to the language in question;
  - b. in the case of lessons taught by an English language lecturer;
  - c. if the specific nature, organization or quality of the degree programme or component or the origin of the students necessitates this.
3. If a student requests permission to sit one or more parts of an examination in a language other than the one stipulated by the programme, such request will be subject to that stipulated in the Regulations and guidelines issued by the Examination Board.

## 2. Programme objectives and exit qualifications

### Article 2.1 Programme objective

1. The Master programmes have a final attainment level corresponding to the Dublin Descriptors (the Framework of Qualifications for the European Higher Education Area) and the Higher Education Qualifications Framework in the Netherlands. In the programme-specific section, this is expressed in final attainment objectives.
2. The degree programme aims to achieve the following:
  - a. to teach the student specialized knowledge, skills and understanding in the field of the Master programme chosen, i.e. Accounting and Control; Business Administration; Econometrics and Operations Research; (Spatial, Transport and Environmental) Economics; Finance, or Marketing.
  - b. to prepare the student for work in that field for which an academic education is required.
3. The degree programme also promotes the academic education of the student, in particular with reference to:
  - a. independent, academic thought processes and performance;
  - b. communicating at an academic level;
  - c. applying specialist academic knowledge in a wider and/or philosophical and social context.
4. The degree programme focuses attention on the student's personal development and promotes his or her awareness of social responsibility.

### Article 2.2 Exit qualifications

The exit qualifications of all the programmes are stipulated in the Study Guide.

## 3. Further admission requirements

### Article 3.1 Admission requirements

1. Students will be admitted to the degree programme if they hold a certificate of admission, issued by or on behalf of the SBE board because they have demonstrated that they meet the knowledge, understanding and skills requirements reflecting the final level of attainment in an academic Bachelor's degree programme in Economics, Econometrics and/or (International) Business Administration as stipulated in the Admission requirements published on the website of the VU Graduate School of Economics and Business Administration.
2. The Admission Board will investigate whether the interested person meets the admission requirements.
3. For holders of a Bachelor's degree from the School the following applies:
  - a. Holders of a Bachelor's degree in *(International) Business Administration* or *Econometrics & Operations Research* from the institution will be deemed to have the knowledge and skills referred to in the first paragraph and will be admitted to the programme of the same name on that basis;
  - b. Holders of a Bachelor's degree in *Economics and Business Economics*, *(International) Business Administration* or *Econometrics & Operations Research* from the institution will be directly admitted to any of the Master's programmes if they have successfully completed the obligatory programme components relevant to that master's programme. These obligatory programme components are listed in the Bachelor's Study Guide.
4. Applicants who have already successfully completed the pre-Master's programme designated for this Master's programme and have received a proof of admission, will also be admitted.
5. The proof of admission relates exclusively to the academic year following the academic year in which it was obtained, unless the Executive Board decides otherwise.

6. When the programme commences, the candidate must have fully completed the Bachelor's programme or pre-Master's programme allowing admission to this Master's programme.

### **Article 3.2 Pre-Master's programme**

1. The objective of the pre-Master's programme is to give graduates of an institute of Higher Vocational Education with insufficient background the knowledge, skills, attitude and insight up to the level of a University Bachelor's degree, which then leads on to the School's Master's programmes.
2. The general final attainment levels of the pre-Master's programme are:
  - a. Knowledge of and insight into:
    - processes and phenomena in the selected domain;
    - theories in the selected domain;
    - research methodology.
  - b. Being capable of:
    - being able to present an academic argument (verbal and written);
    - critically analyse the professional literature;
    - assess research results in terms of reliability, validity and practicability;
    - analyse and interpret data.
  - c. Show evidence of:
    - a critical view of widespread assumptions in society;
    - intellectual integrity;
    - a scientific attitude, i.e. a preparedness to test assumptions and theories.
3. Admission to the pre-master programme is possible on the basis of Bachelor's degree from a Dutch programme of Higher Vocational Education and a GMAT score of at least 550 or an equivalent GRE score..
4. The programmes, their components and the examination format used in each component are listed in the Study Guide.
5. The Pre-Master's programmes have a study load of 30 credits.
6. A Pre-master's programme of the same name can only be registered for once.
7.
  - a. Successfully completed components of the pre-Master's programmes are valid until 31 August of the academic year in which the results were issued.
  - b. A Pre-Master's programme is only successfully completed when all individual components are passed.
  - c. Notwithstanding the provisions stated in paragraph a, the Examination Board can extend a component's period of validity in special cases.
  - d. Successful completion of the pre-Master's programme secures admission to the Master's programme or specialization of the same name in the following academic year.
8. Provided that all results have been properly recorded, the Examination Board awards a pre-Master's programme list of results to all students who have passed every test in the pre-Master's programme.

### **Article 3.3 Limited programme capacity**

1. The SBE board will, if necessary, announce the maximum programme capacity by 1 May prior to the start of the academic year.
2. Candidates will be selected in the following way:

The Admission Board will offer admission to the candidates in the order of ranking.

### **Article 3.4 Final deadline for application**

1. A candidate must submit a request to be admitted to the full-time programme through Studielink before 1 June in the case of Dutch students, before 1 April in the case of EU students and before 1 February in the case of non-EU students. Under exceptional circumstances, the Admission Board may consider a request submitted after this closing date.
2. Application deadlines for part-time programmes starting on 1 September are as specified in paragraph

1. For part-time programmes starting on 1 February, corresponding deadlines apply.
3. Part-time programmes may accept applications other than through Studielink or may determine that Studielink shall not be used. Appropriate application information shall be provided through the Study Guide and the programme website.

### Article 3.5 English Language requirements

- a. The proficiency requirement in English as the language of instruction can be met by the successful completion of one of the following examinations or an equivalent:

| Master   | IELTS         |                        |                         |                       |                       | TOEFL with a TWE score of 4,5 |     |     |
|--|---------------|------------------------|-------------------------|-----------------------|-----------------------|-------------------------------|-----|-----|
|  | General score | Minimum Score Speaking | Minimum Score Listening | Minimum Score Reading | Minimum Score Writing | PBT                           | CBT | IBT |
| Finance  | 6.5           | 6.0                    | 6.0                     | 6.5                   | 6.5                   | 580                           | 237 | 92  |
| Marketing                                      | 7             | 7.0                    | 7.0                     | 7.0                   | 7.0                   | 600                           | 250 | 100 |
| Business Administration                        | 6.5           |                        |                         |                       | 6.0                   | 580                           | 237 | 92  |
| Economics                                      | 6.5           |                        |                         |                       | 6.0                   | 580                           | 237 | 92  |
| Econometrics and Operations Research           | 6.5           | 6.0                    | 6.0                     | 6.5                   | 6.5                   | 580                           | 237 | 92  |
| Spatial, Transport and Environmental Economics | 6.5           |                        |                         |                       | 6.0                   | 580                           | 237 | 92  |
| Accounting and Control                         | 6.5           | 6.0                    | 6.0                     | 6.5                   | 6.5                   | 580                           | 237 | 92  |

- b. Exemption is granted from the examination in English referred to in the first paragraph to students who, within two years of the start of the programme:
  - i. met the requirements of the VU test in English language proficiency TOEFL ITP, with at least the scores specified in paragraph 1, or
  - ii. had previous education in secondary or tertiary education in an English-speaking country as listed on the VU website, or
  - iii. have an English-language 'international baccalaureate' diploma, or
  - iv. hold an admissible bachelor diploma of a Dutch university.
  - v. have a diploma of an English taught Bachelor or Master degree programme which has been accredited by the NVAO in the Netherlands.

## 4. Curriculum structure

### Article 4.1 Composition of programme

The programme consists of the following components:

- a. compulsory components
- b. electives

In addition, components are categorized as specialized (400), research oriented (500) and highly specialized (600) level.

### Article 4.2 Compulsory components and electives

1. The compulsory components and electives are listed in the Study Guide.
2. If the student wishes to take a different course than the electives listed in the Study Guide, advance permission must be obtained in writing from the Examination Board

### ***Article 4.3 Degree***

Students who have successfully completed their Master's final examination are awarded a Master of Science degree. The degree awarded is stated on the diploma. If it is a joint degree, this will also be stated on the diploma.

### ***Article 4.4 Maximum exemption***

A maximum of 18 credits of the curriculum can be achieved on the basis exemptions granted.

## **5. Academic student counselling**

### ***Article 5.1 Academic student counselling***

The academic student counselling on this programme consists of academic advisers.

## **6. Transitional and final provisions**

### ***Article 6.1 Amendments and periodic review***

1. Any amendment to the Academic and Examination Regulations will only be adopted by the SBE board after taking advice from the relevant programme committee. A copy of the advice will be sent to the authorised representative advisory body.
2. An amendment to the Academic and Examination Regulations requires the approval of the authorised representative advisory body if it concerns components not related to the subjects of Section 7.13, paragraph 2 sub a to g and v, as well as paragraph 4 of the WHW and the requirements for admission to the Master's programme and insofar it does not concern the guidelines of the Executive Board.
3. An amendment to the Academic and Examination Regulations can only pertain to an academic year that is already in progress if this does not demonstrably damage the interests of students.

### ***Article 6.2 Transitional provisions***

Notwithstanding the current Academic and Examination Regulations, the transitional provisions apply for students who started the programme under a previous set of Academic and Examination Regulations, these are stipulated on Vunet or in the Study Guide.

### ***Article 6.3 Publication***

1. The SBE board will ensure the appropriate publication of these Regulations and any amendments to them.
2. The Academic and Examination Regulations will be posted on the School website and deemed to be included in the Study Guide.

### ***Article 6.4 Effective date***

These Regulations enter into force with effect from 1 September 2017.

Thus drawn up by the SBE board 13 June 2017.

Advice from Master programme committees Accounting and Control; Business Administration; Econometrics and Operations Research; Economics; Spatial, Transport and Environmental Economics; Finance; and Marketing, April 2017.

Approved by the Joint Meeting on 6 July 2017.

## **APPENDIX**

to Academic and Examination Regulations (OER) 2017-2018

Overview of the programmes

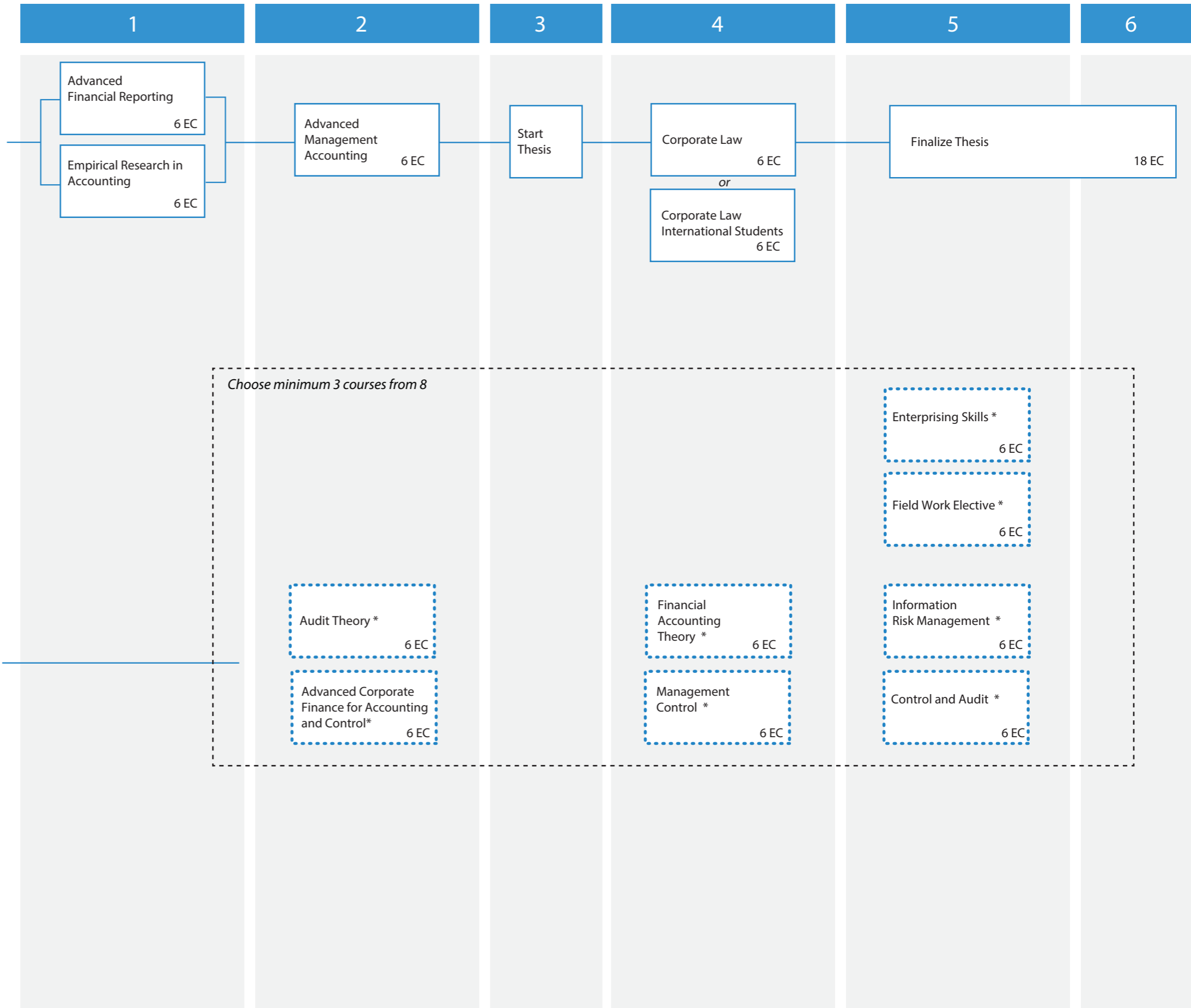


# ACCOUNTING AND CONTROL - full time

Serious games need good scorekeeping

► Core

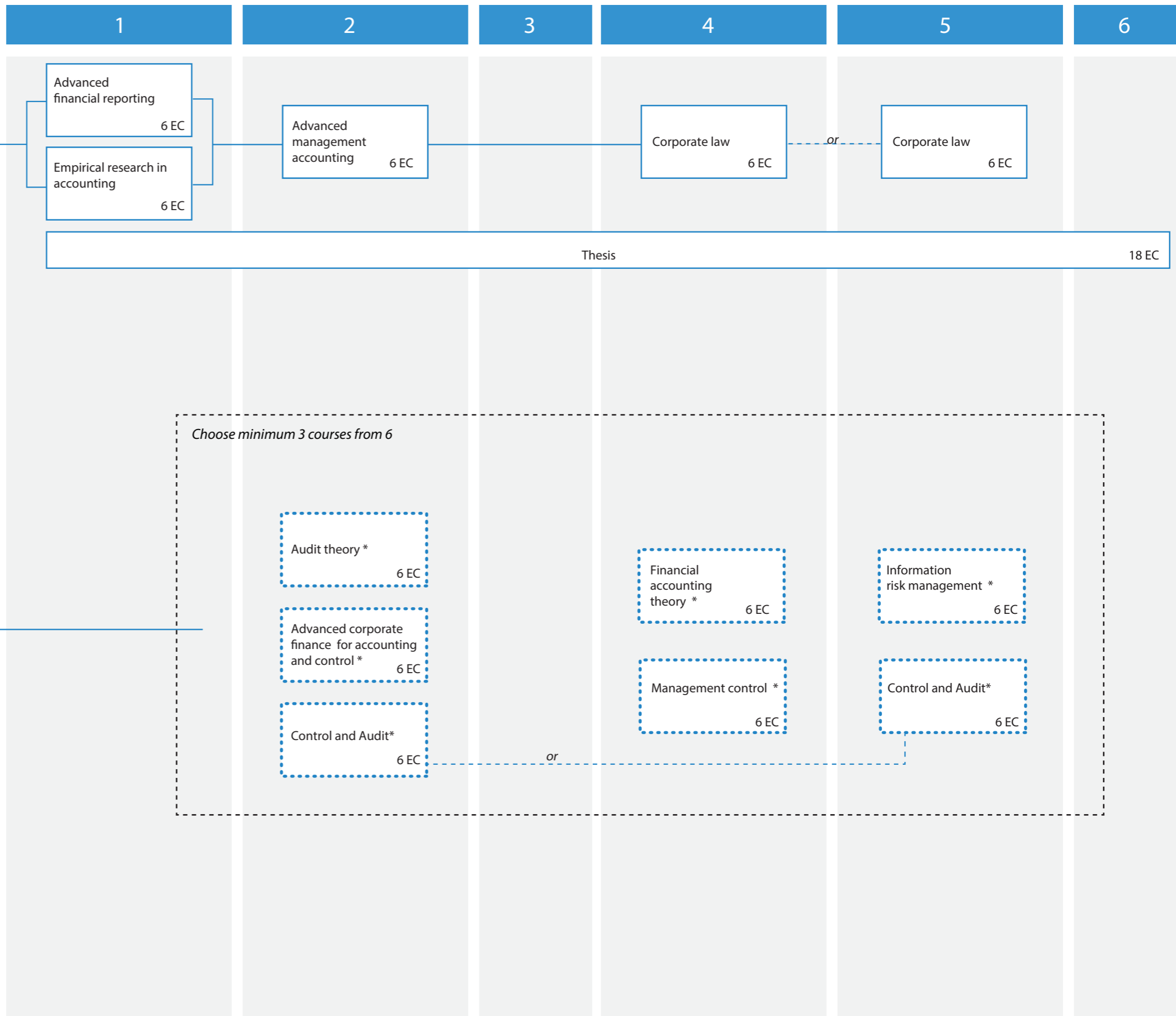
► Electives



\* Choose minimum 3 courses from 8

# ACCOUNTING AND CONTROL - part time

Serious games need good scorekeeping



► Core

► Electives



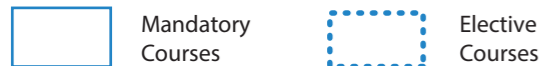
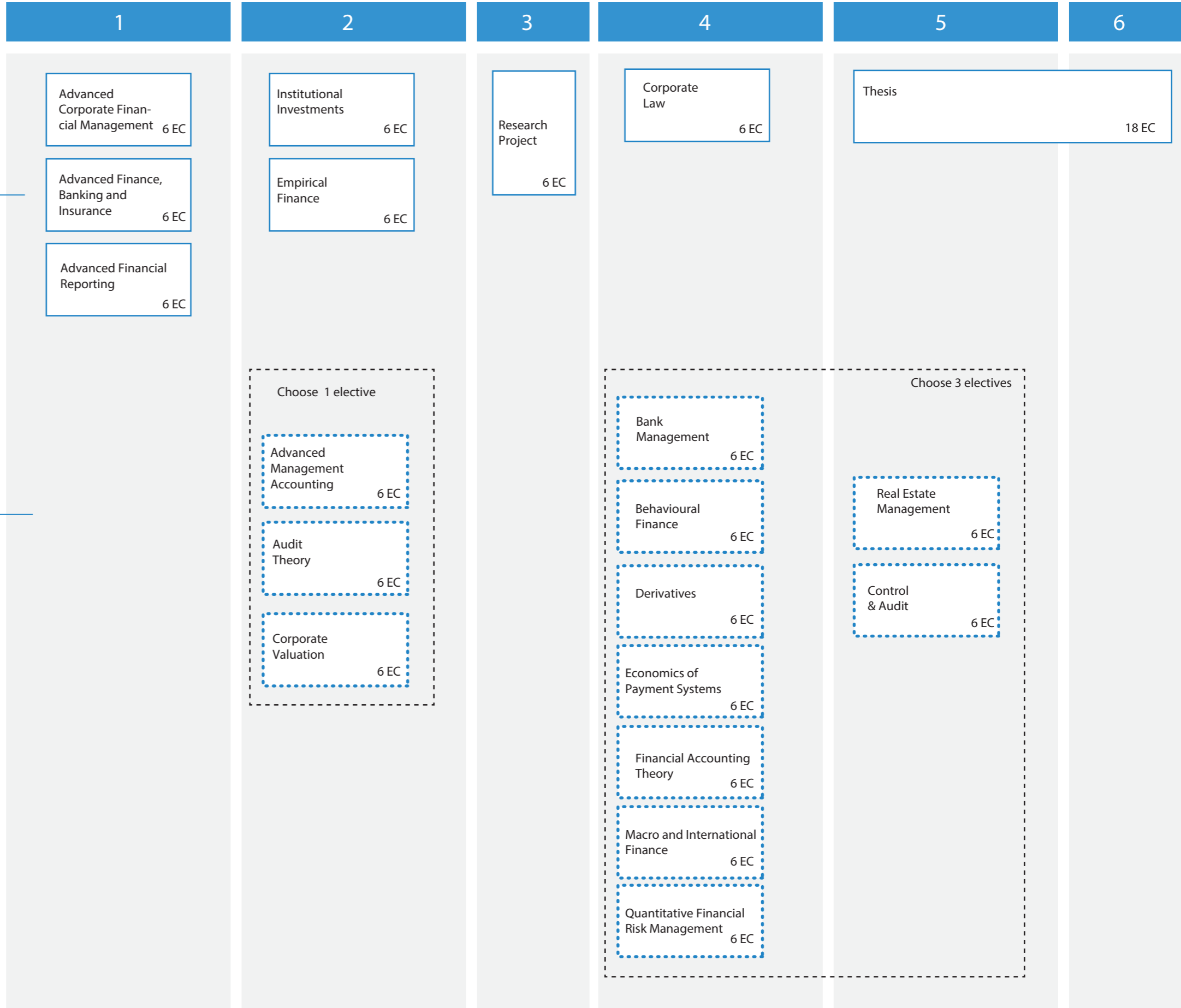
\* Choose minimum 3 courses from 6

# Duisenberg Honours Programme in Financial Markets and Regulation

A multi-disciplinary perspective on Financial Markets

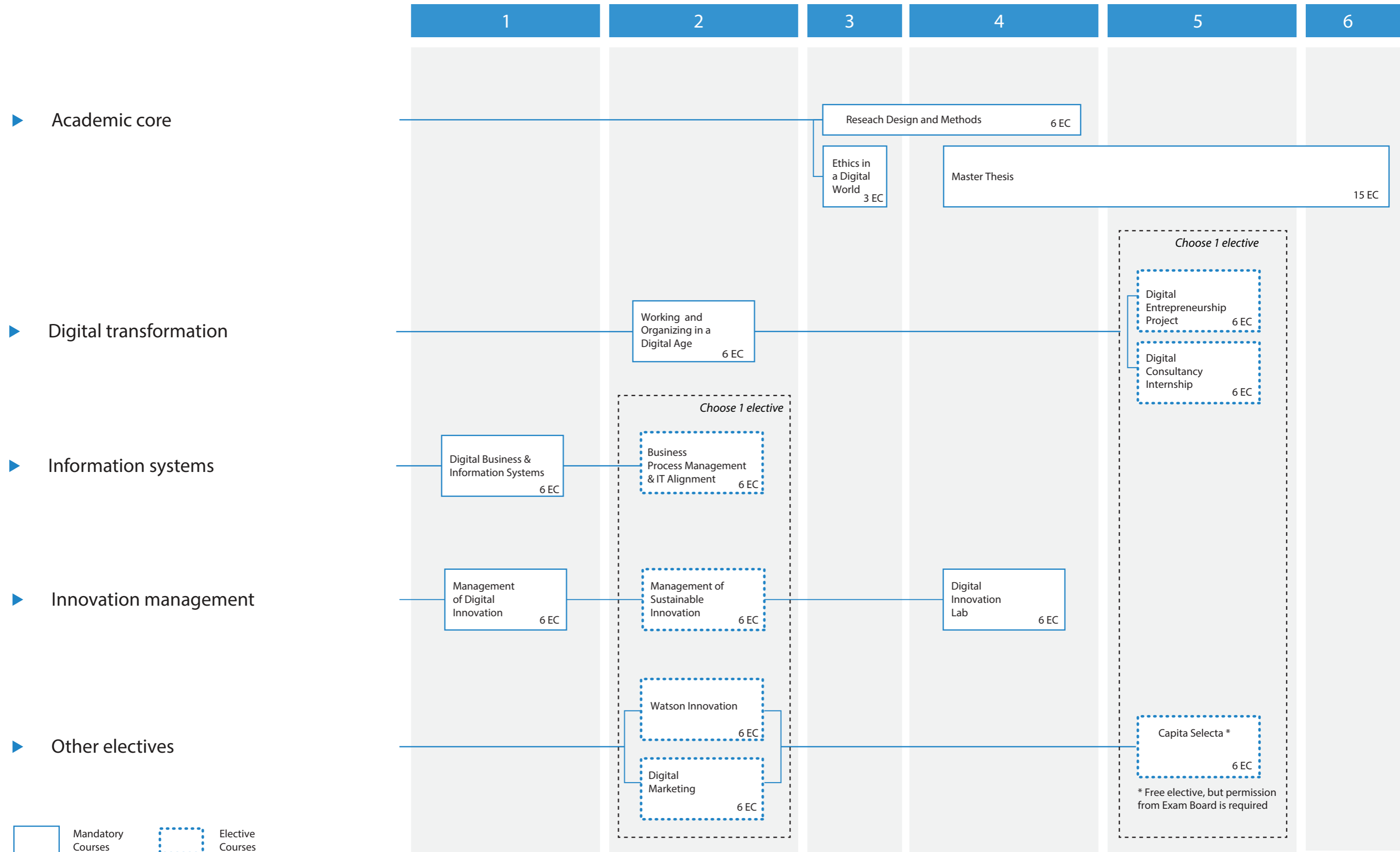
► Core

► Electives



# DIGITAL BUSINESS & INNOVATION

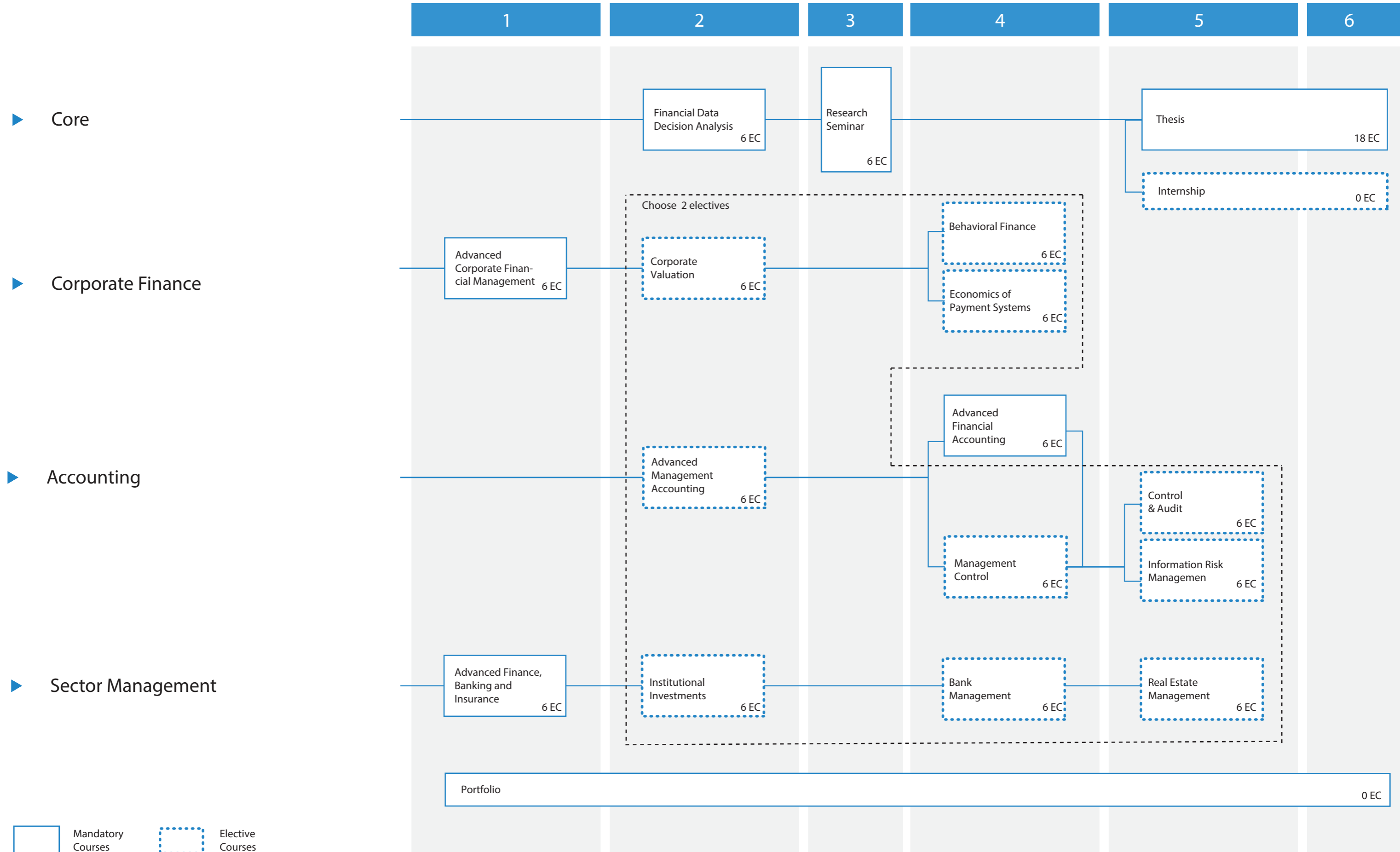
Meet the business challenges of the digital age



Mandatory Courses
  Elective Courses

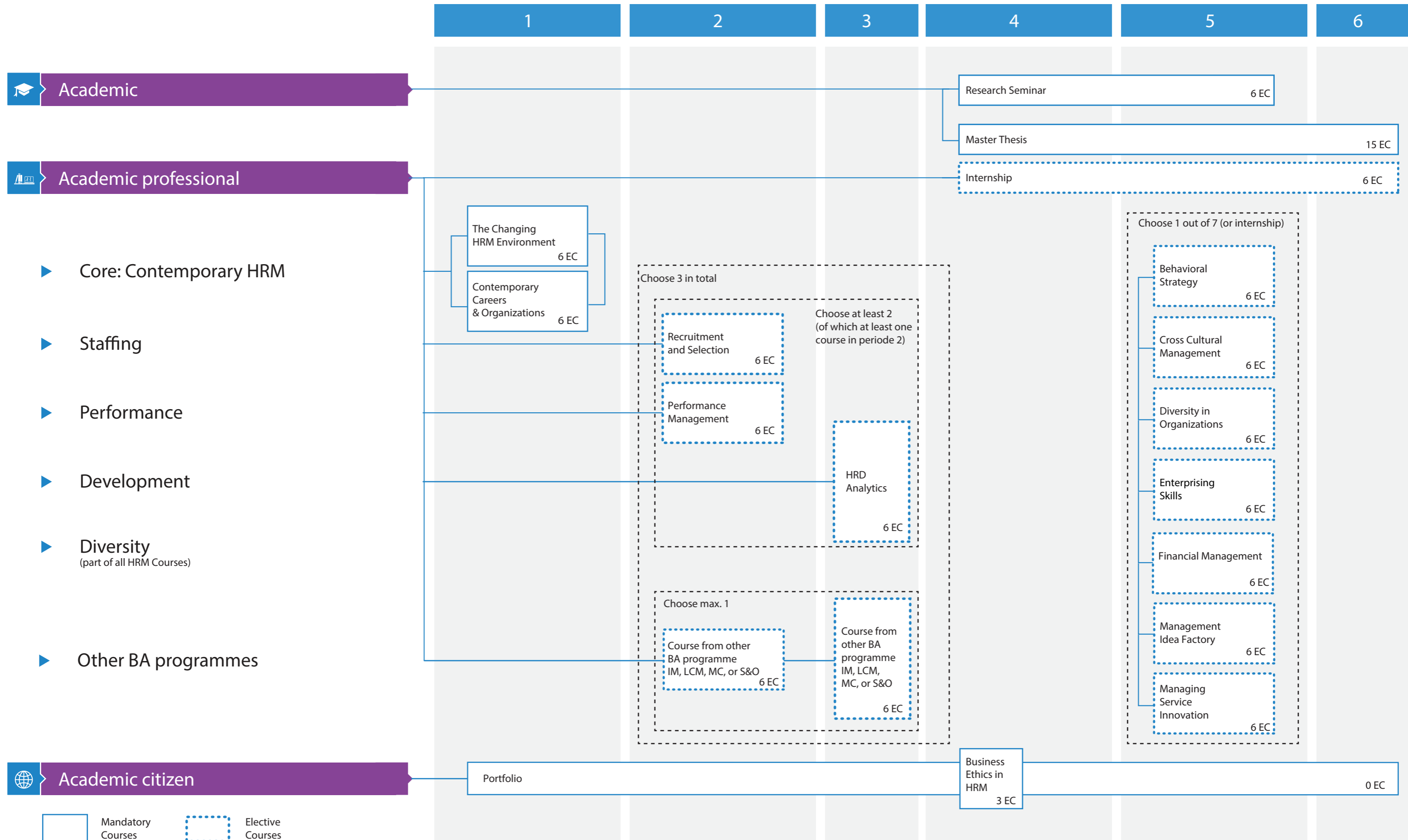
# FINANCIAL MANAGEMENT

No business without financial management, no financing without a solid business case



# HUMAN RESOURCE MANAGEMENT

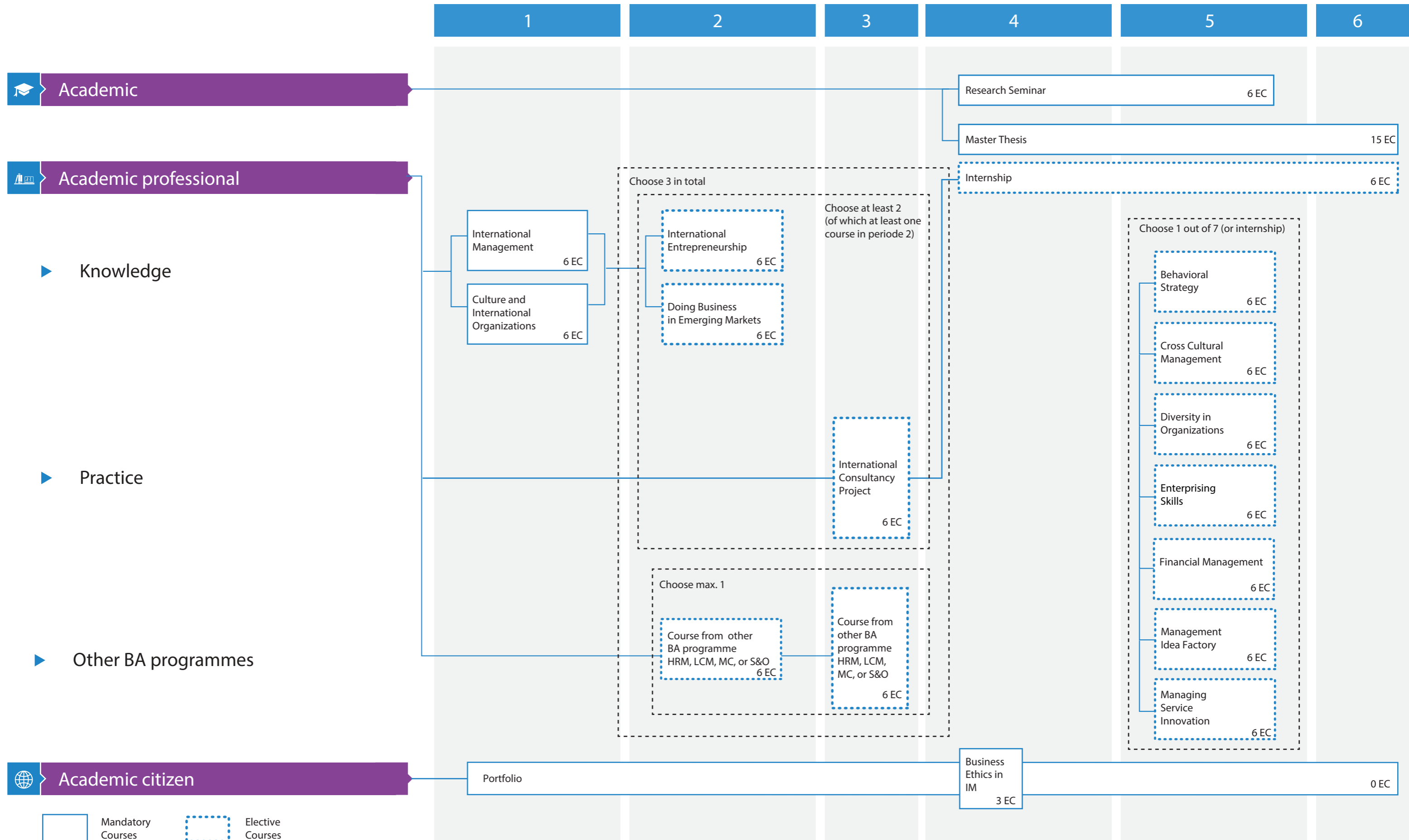
Mobilizing people



Mandatory Courses
  Elective Courses

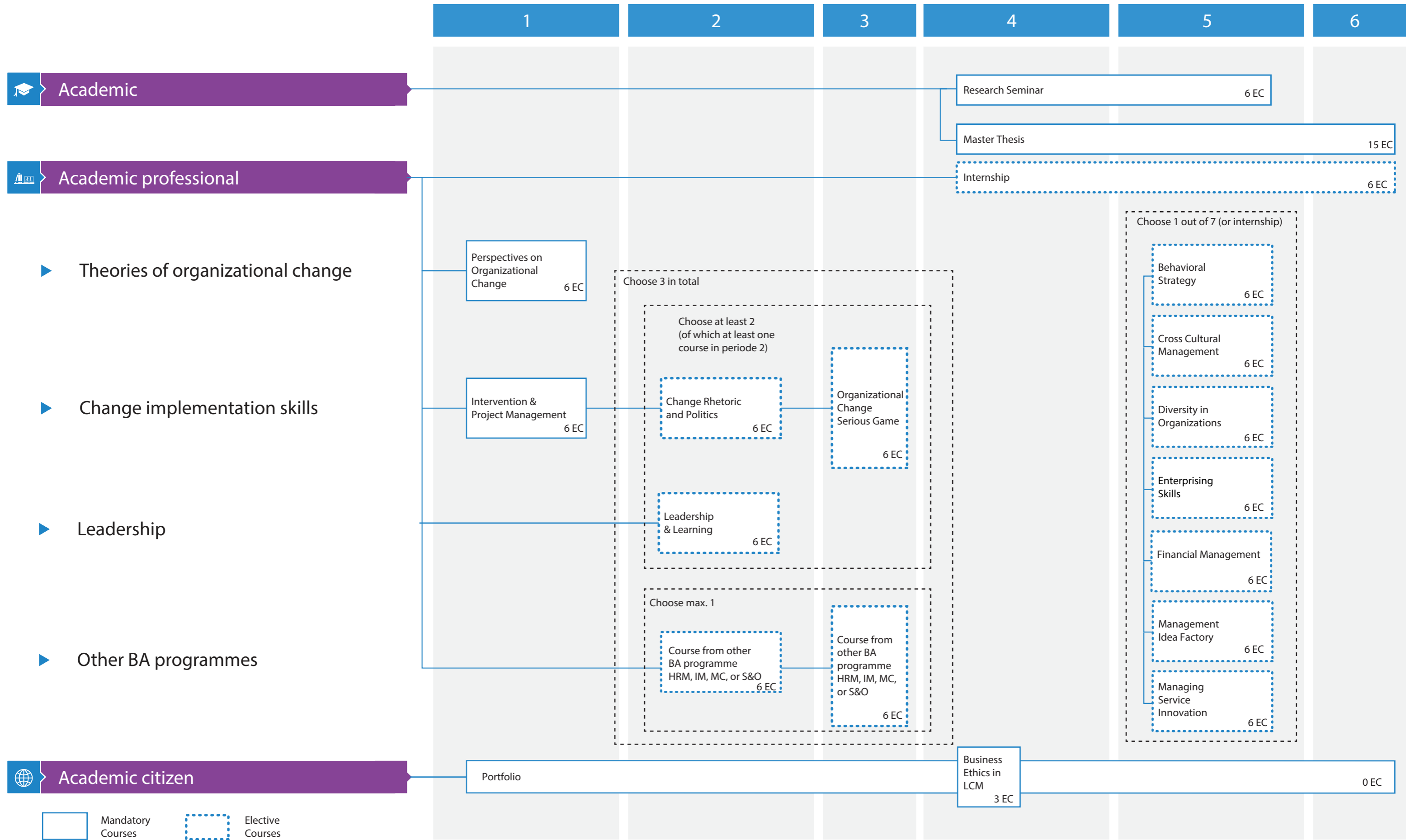
# INTERNATIONAL MANAGEMENT

Developing tomorrow's global business leaders



# LEADERSHIP AND CHANGE MANAGEMENT

A compass for change adventurers

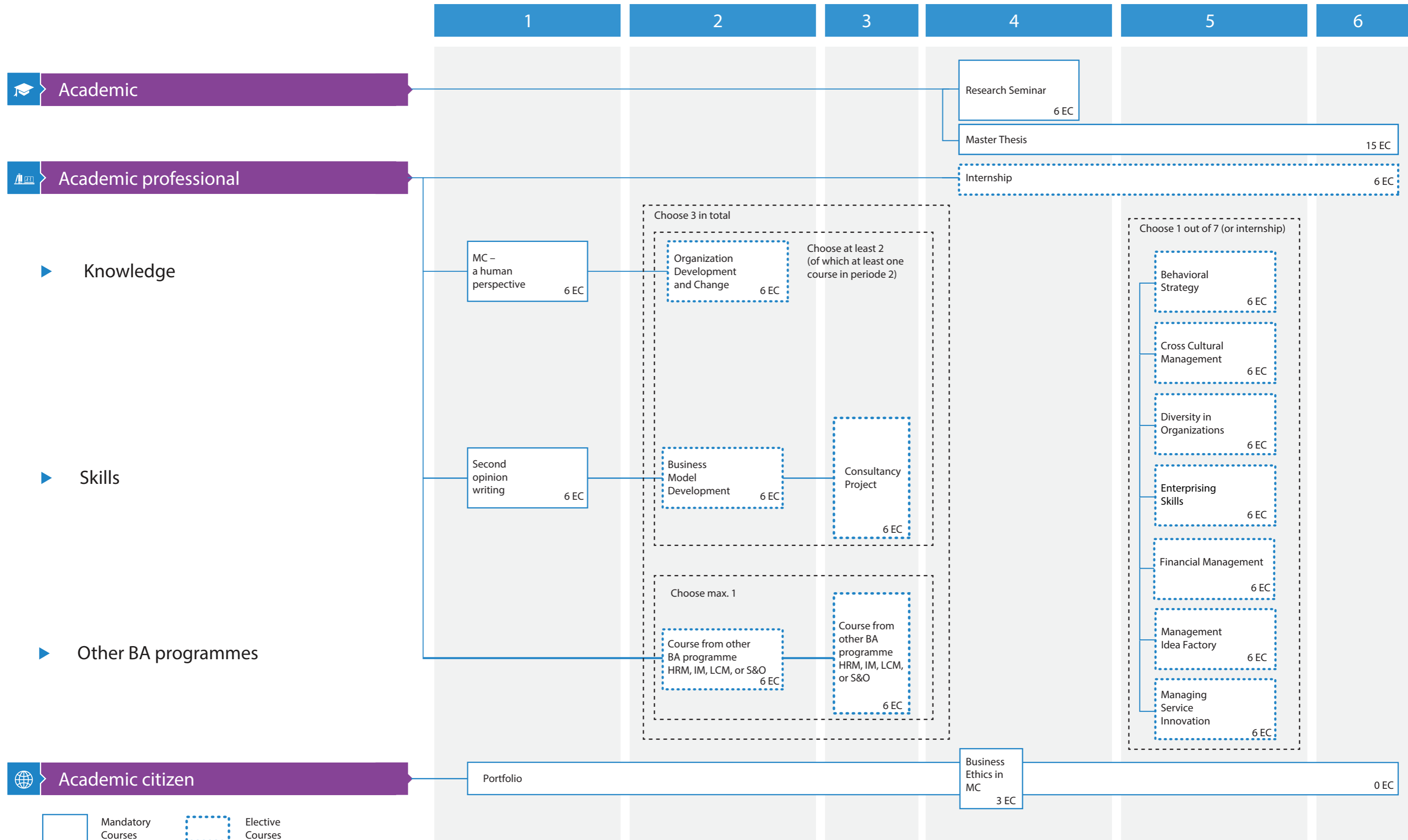


Mandatory Courses
  Elective Courses



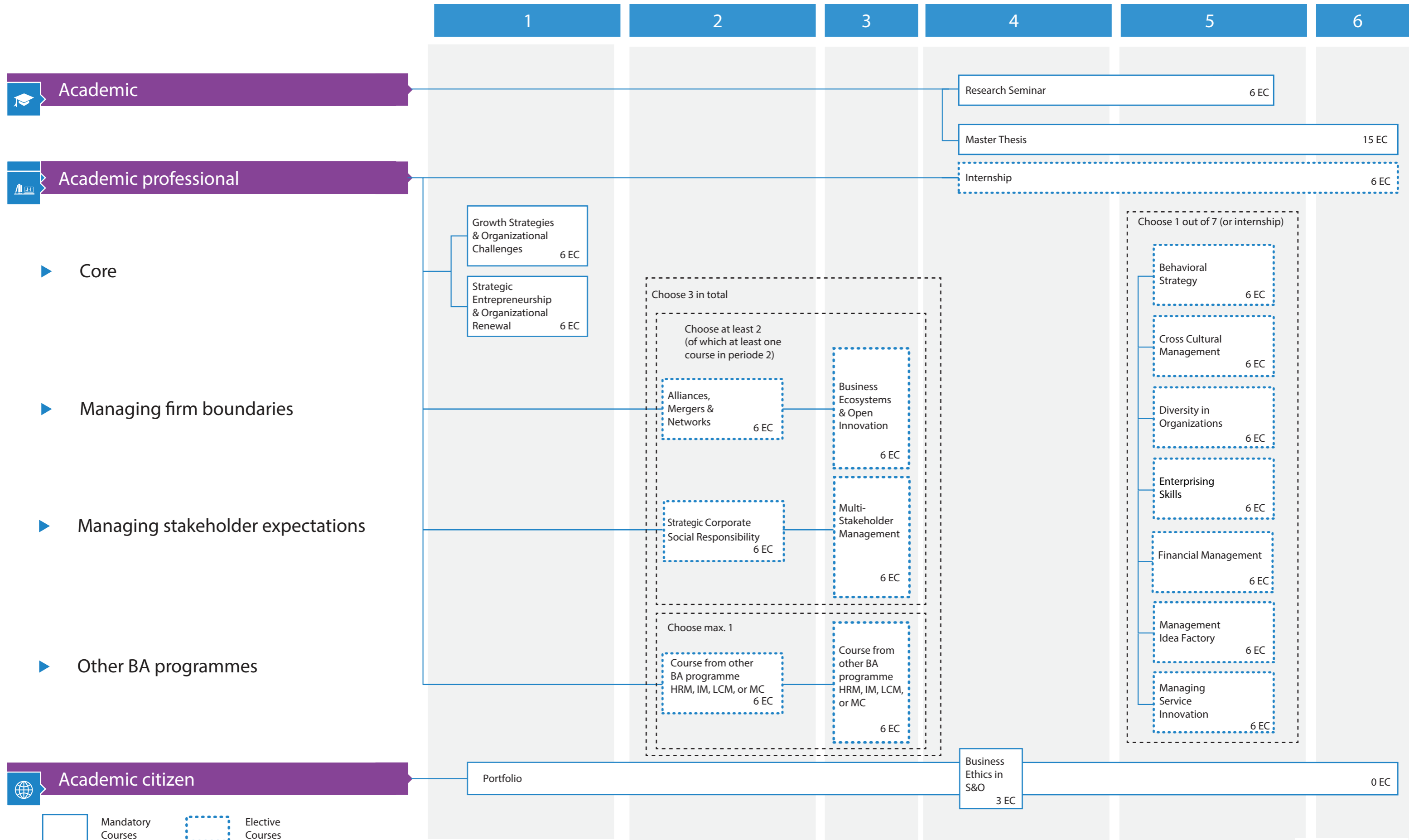
# MANAGEMENT CONSULTING

Combine consultant skills with an academic mindset



# STRATEGY AND ORGANIZATION

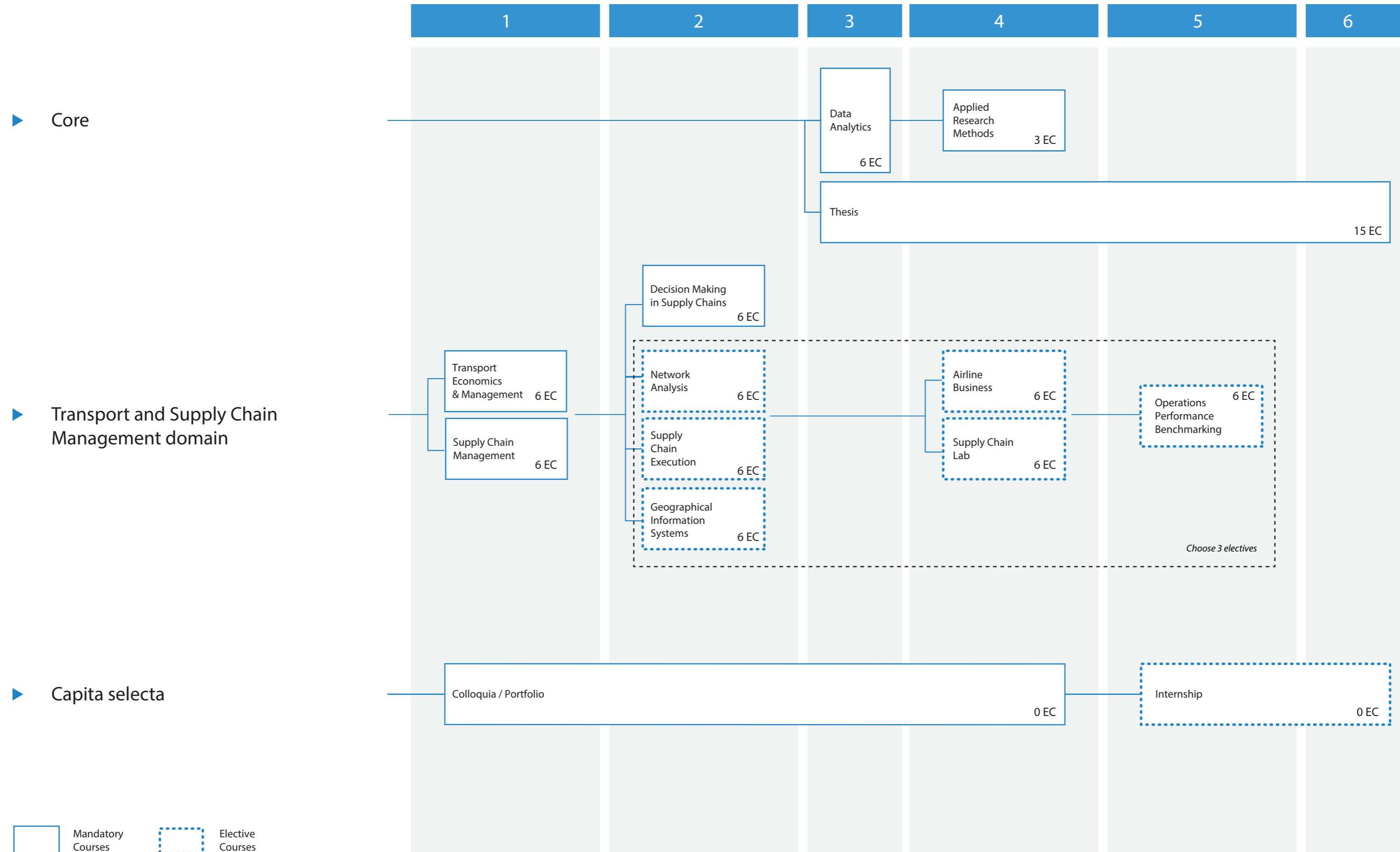
Competing in Dynamic Markets



Mandatory Courses
  Elective Courses

# TRANSPORT AND SUPPLY CHAIN MANAGEMENT

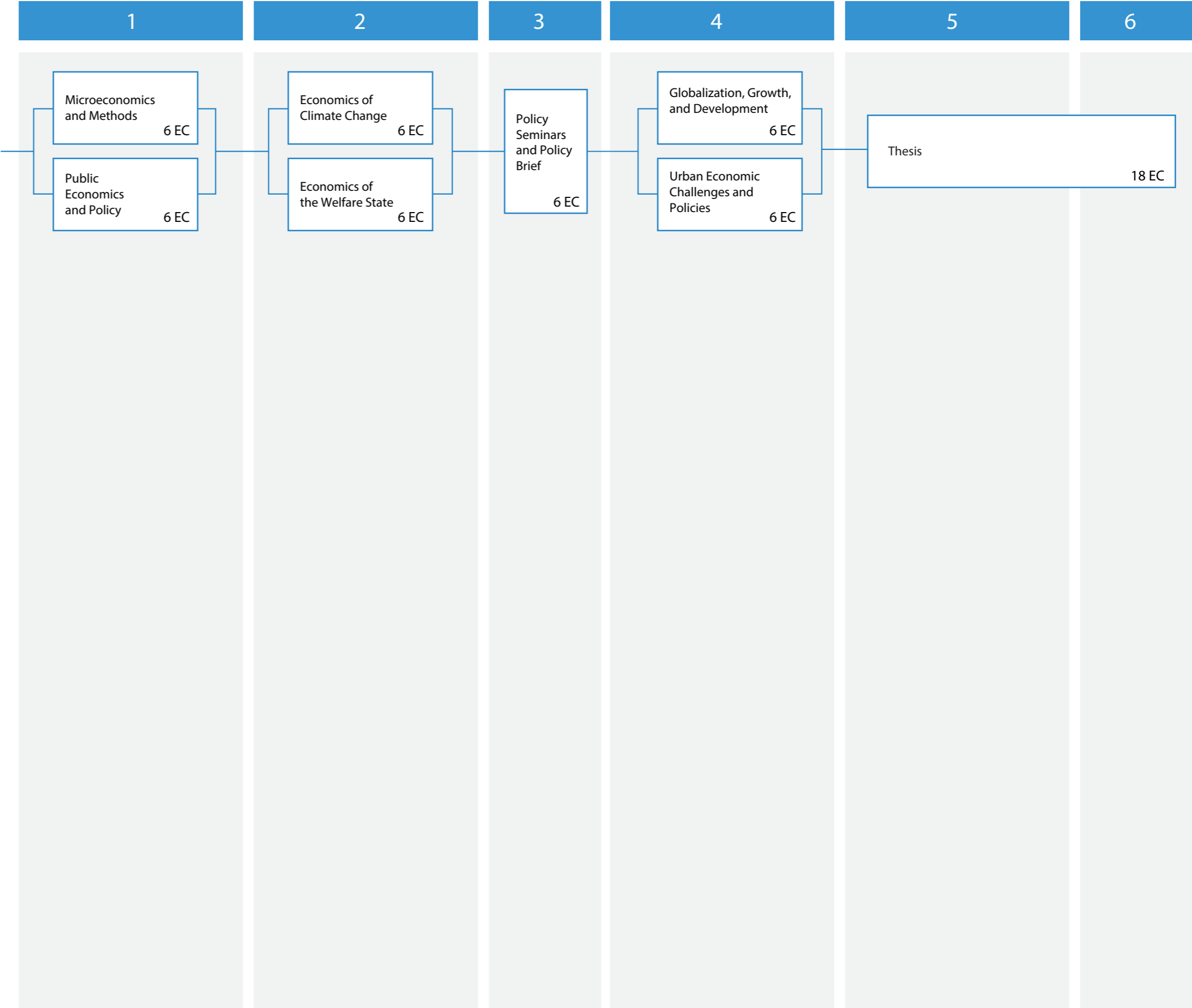
A unique combination



# PUBLIC POLICY

Designing policy to deal with great societal challenges

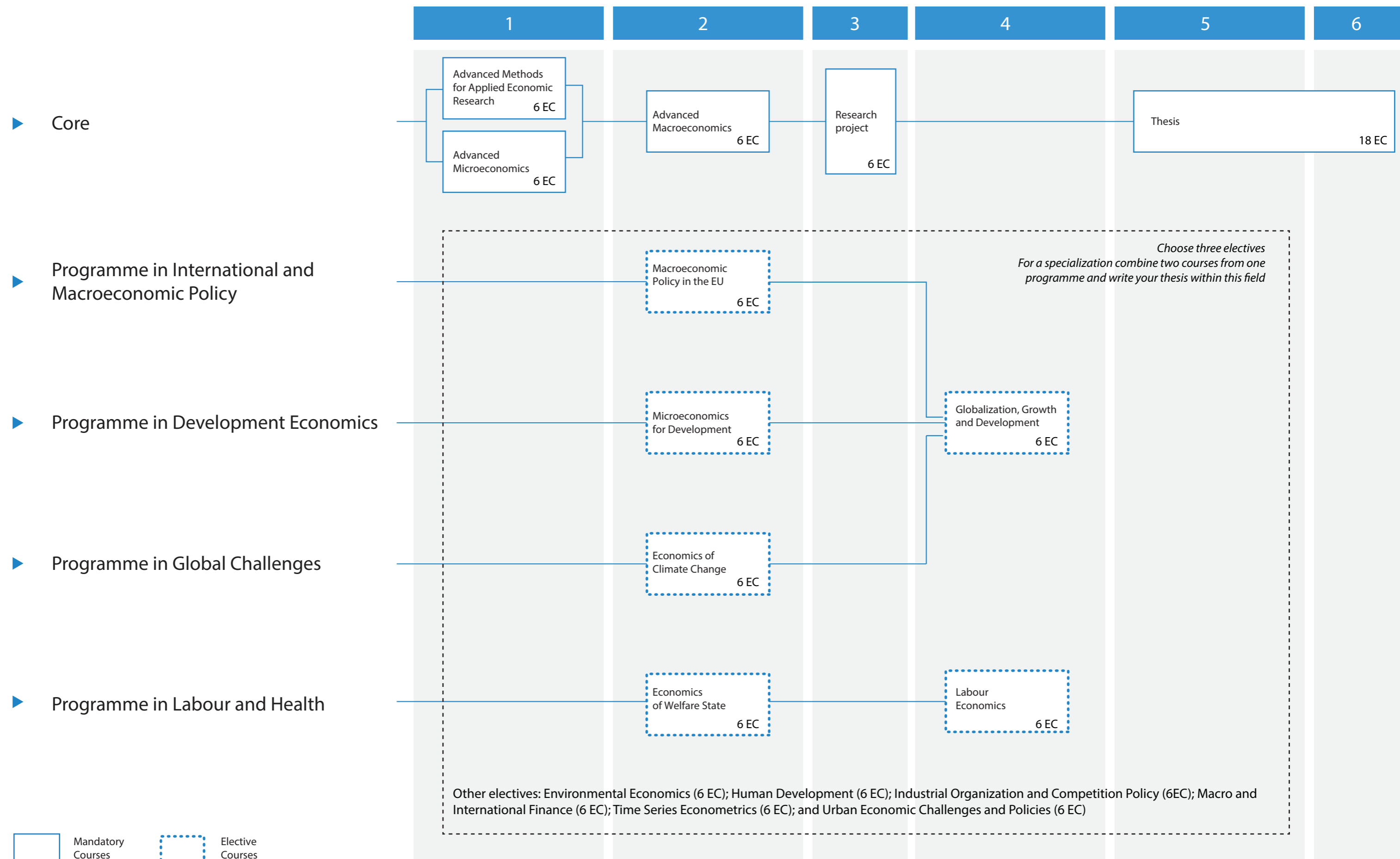
► Core



 Mandatory Courses     Elective Courses

# ECONOMICS

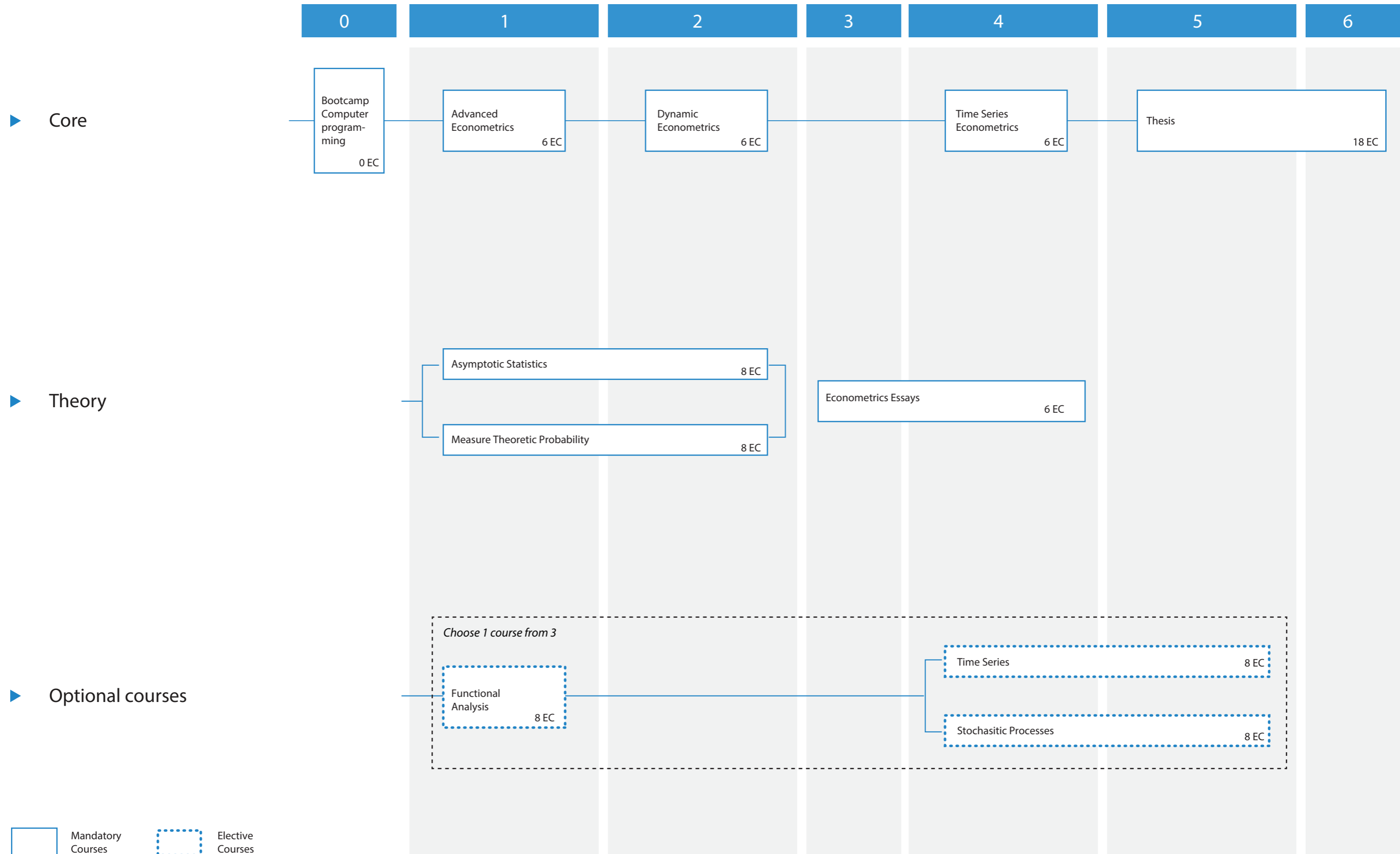
Solving the challenges of tomorrow



Mandatory Courses
  Elective Courses

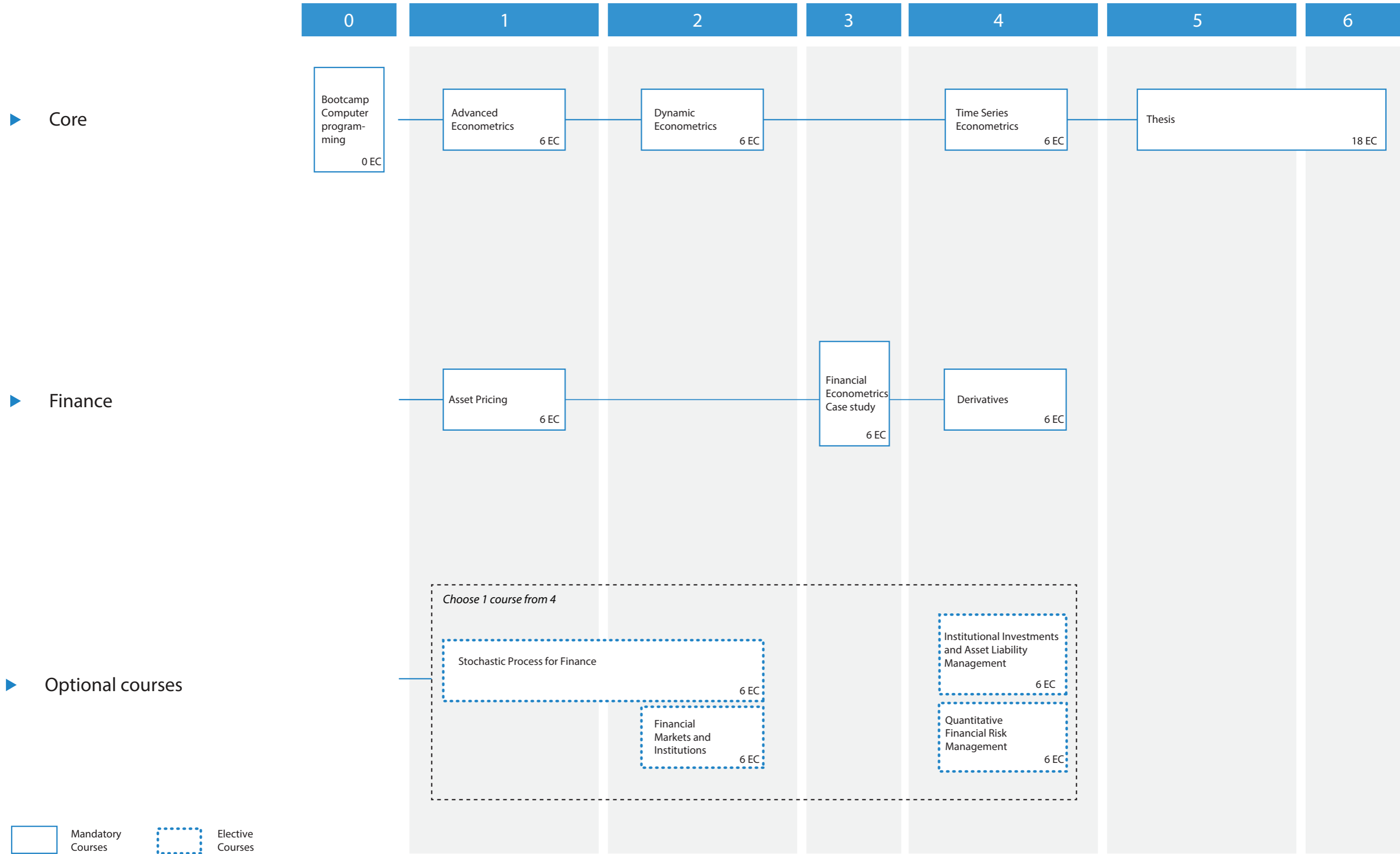
# ECONOMETRIC THEORY

Your Econometric Challenge for a Life-Time Career Enhancer



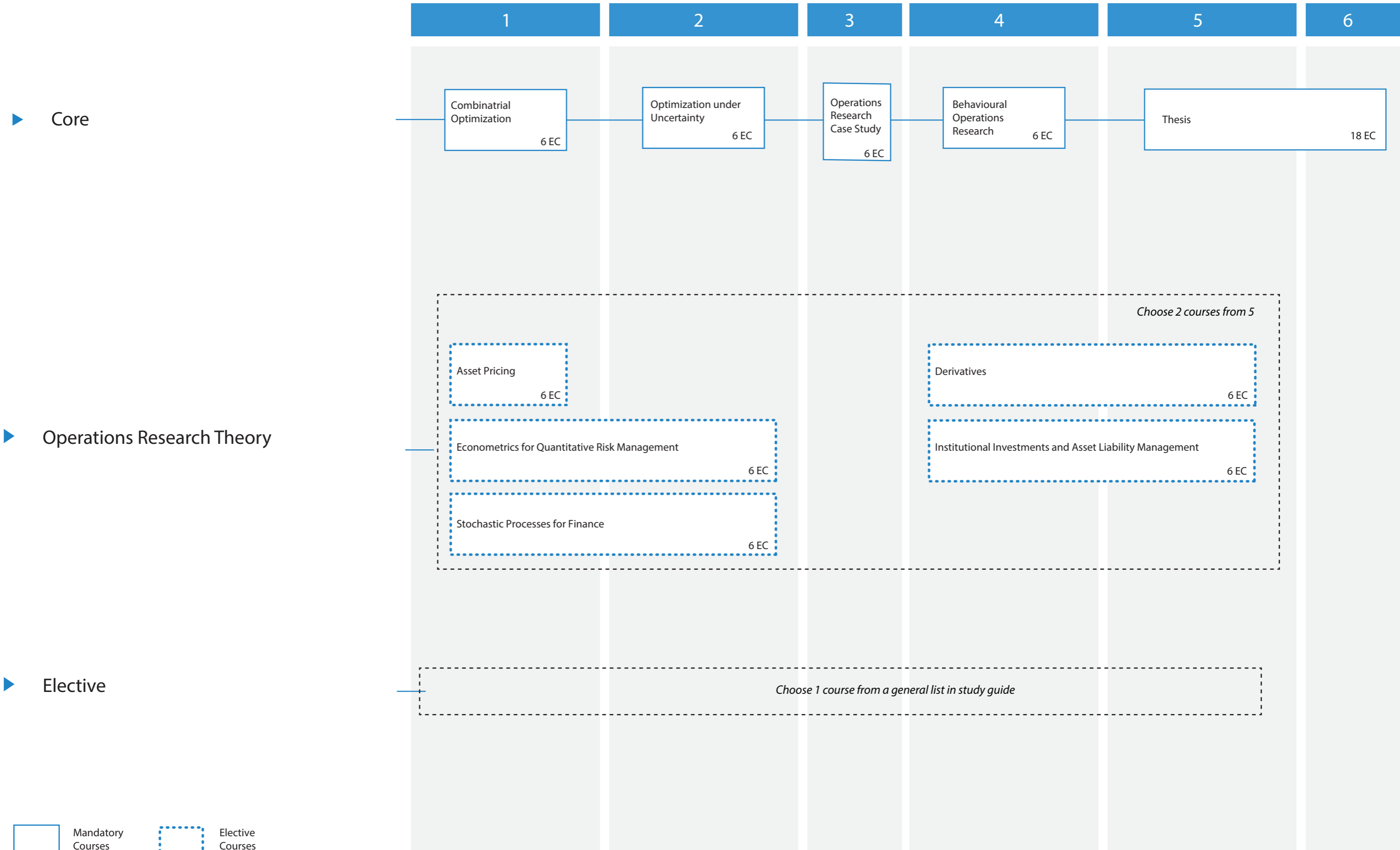
# FINANCIAL ECONOMETRICS

Your Road to Wall Street: Become the Quantitative Specialist in the Financial Industry



# FINANCIAL ENGINEERING

Become the expert on analyzing and designing financial products

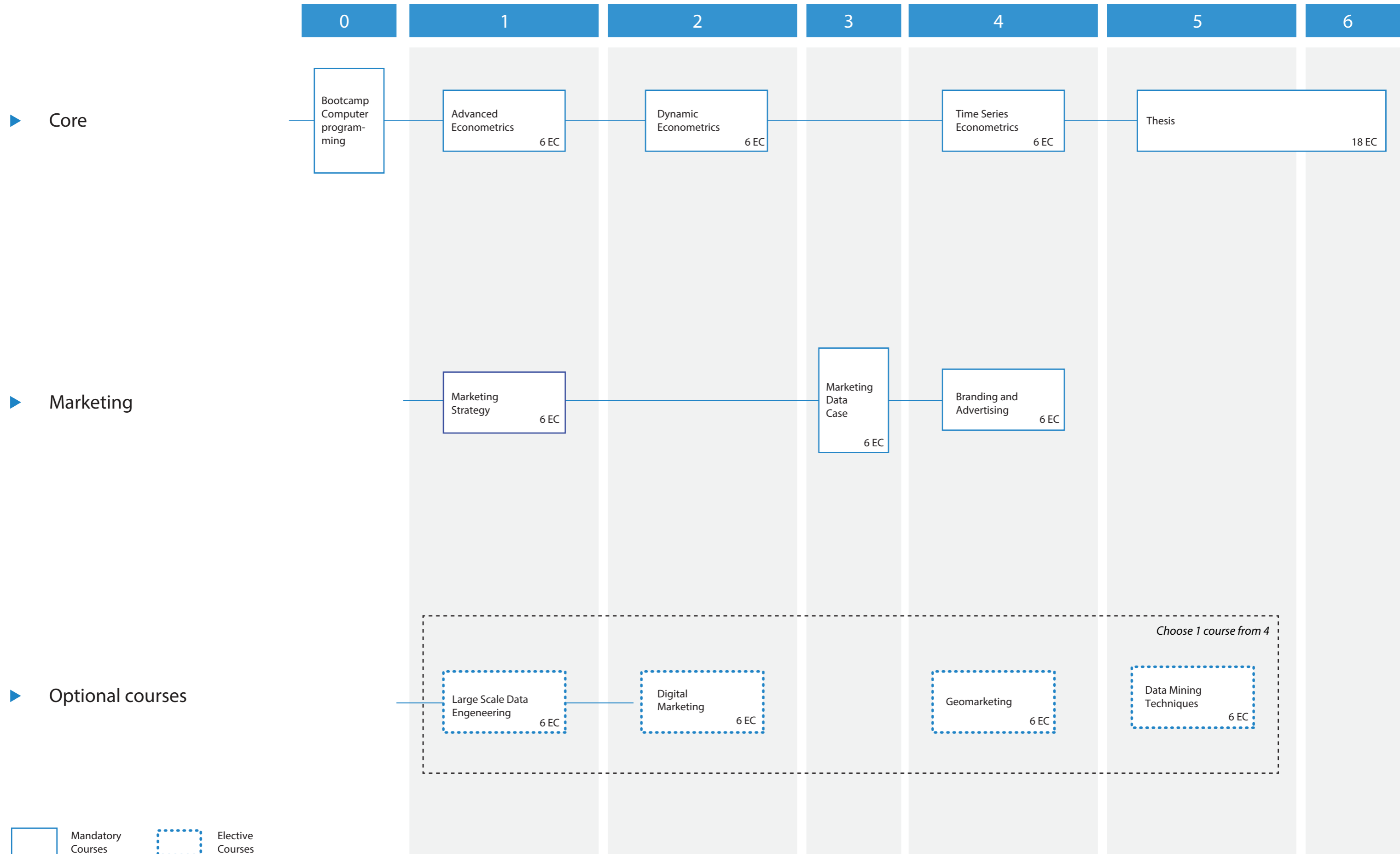


Mandatory Courses
  Elective Courses



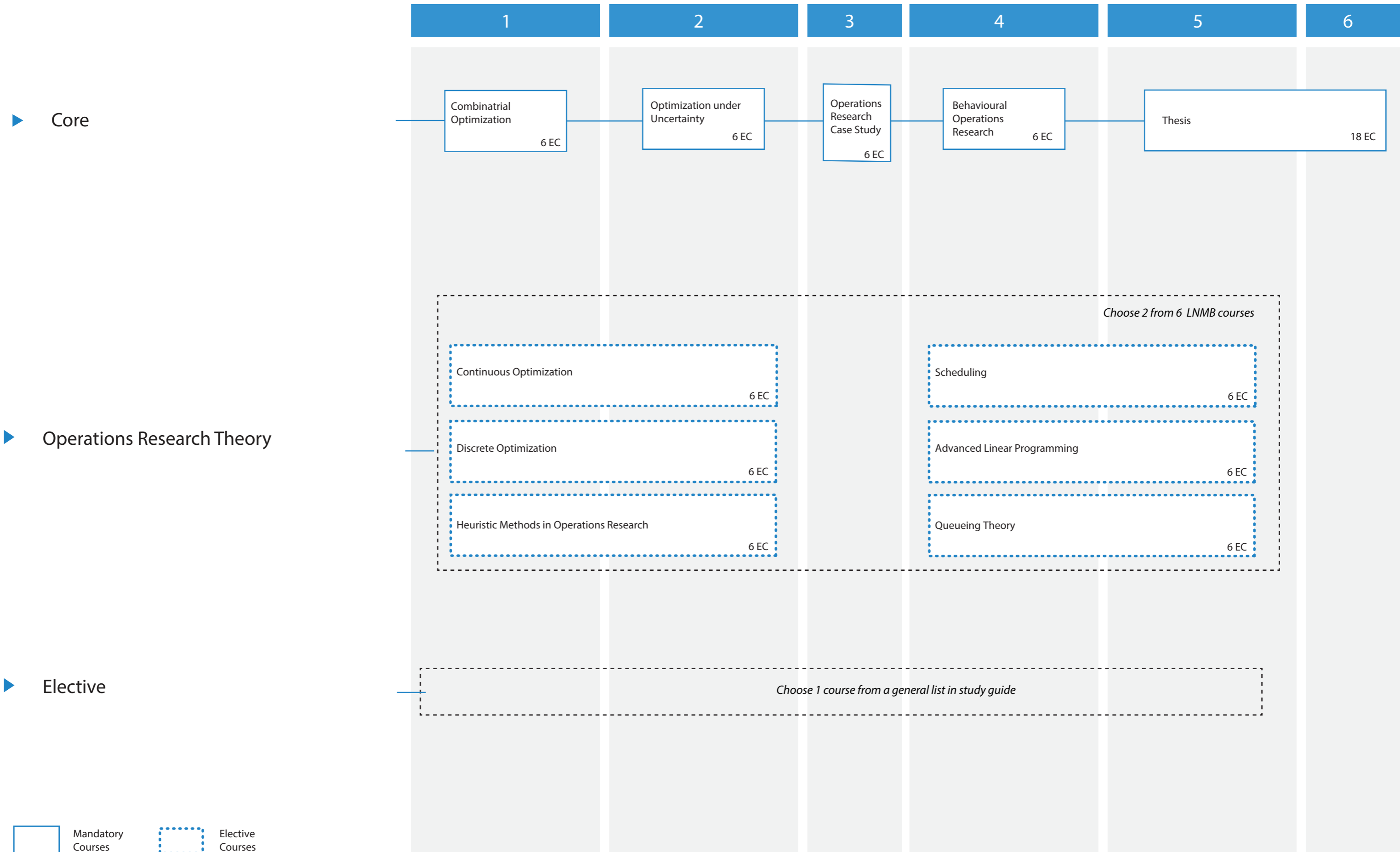
# MARKETING DATA SCIENCE

The Data Science of What How & When: become the Quantitative Specialist in Marketing



# OPERATIONS RESEARCH THEORY

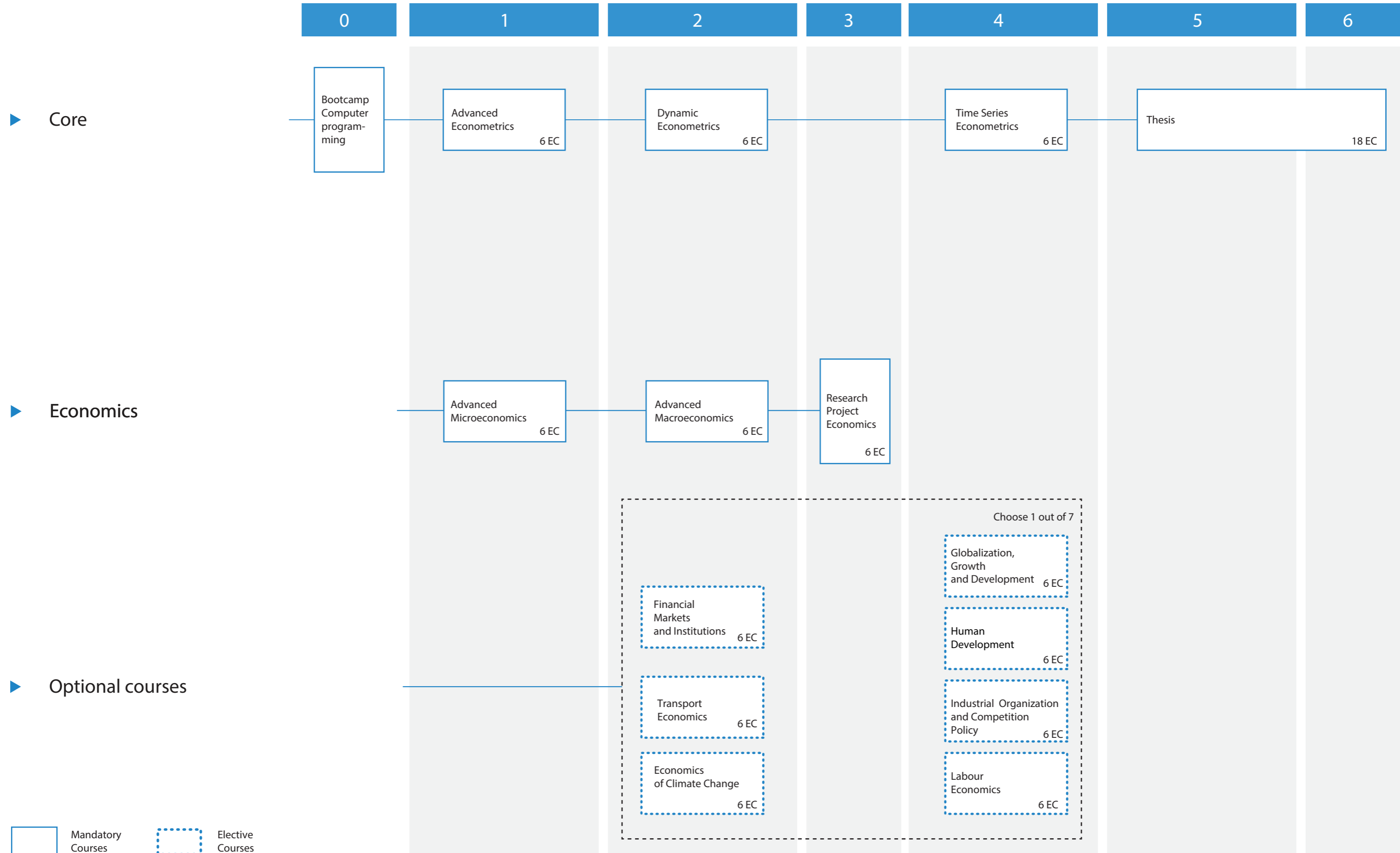
Study at the Frontiers of Science: Become a Game Changer for Industry Practice



Mandatory Courses
  Elective Courses

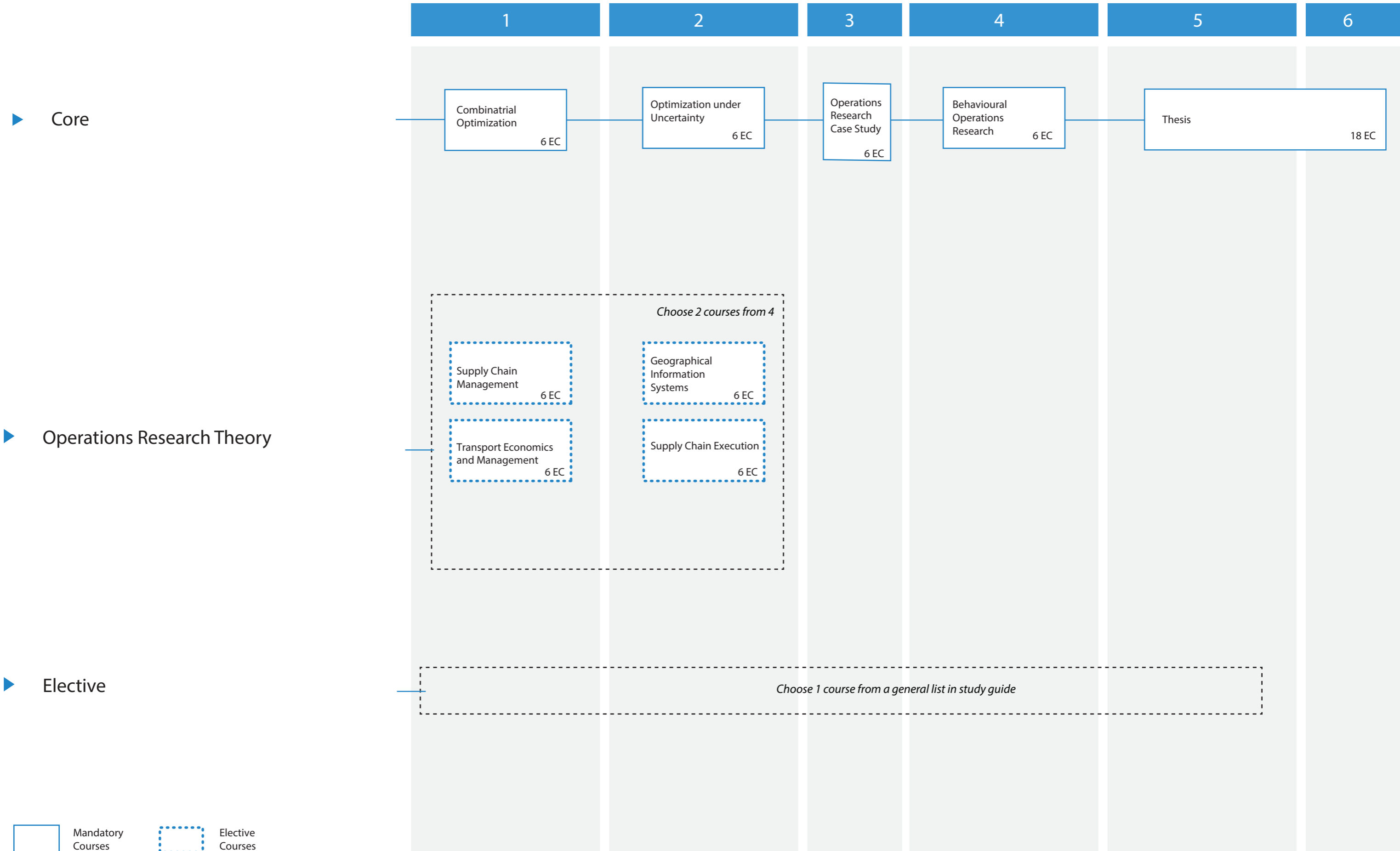
# QUANTITATIVE ECONOMICS

Be the game-changer in shaping and modelling the economy of tomorrow



# SUPPLY CHAIN MANAGEMENT

Shaping supply chain networks in an interconnected world

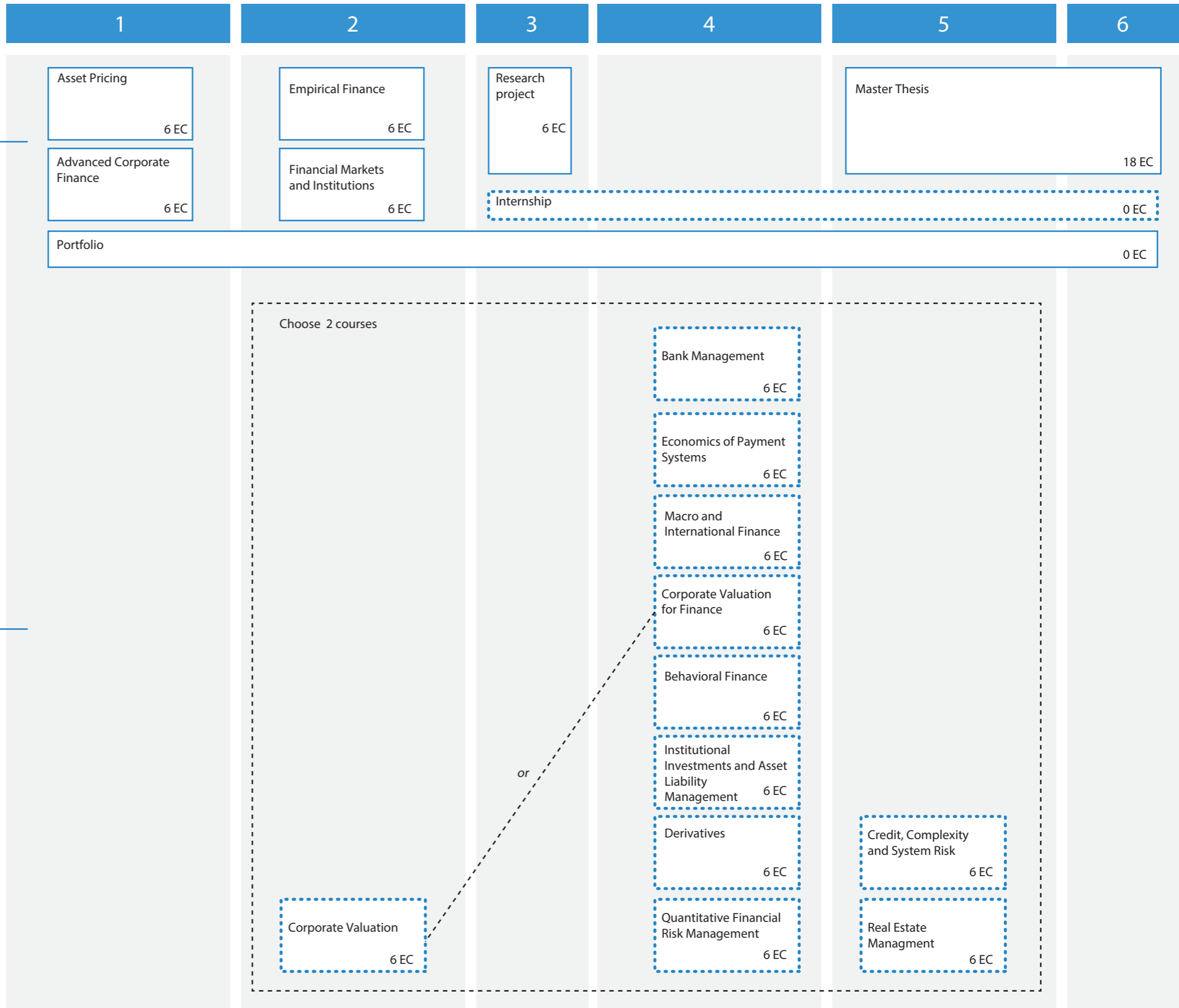


# FINANCE

Can you compute the price of Google?

► Core

► Electives



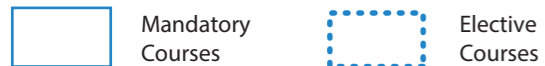
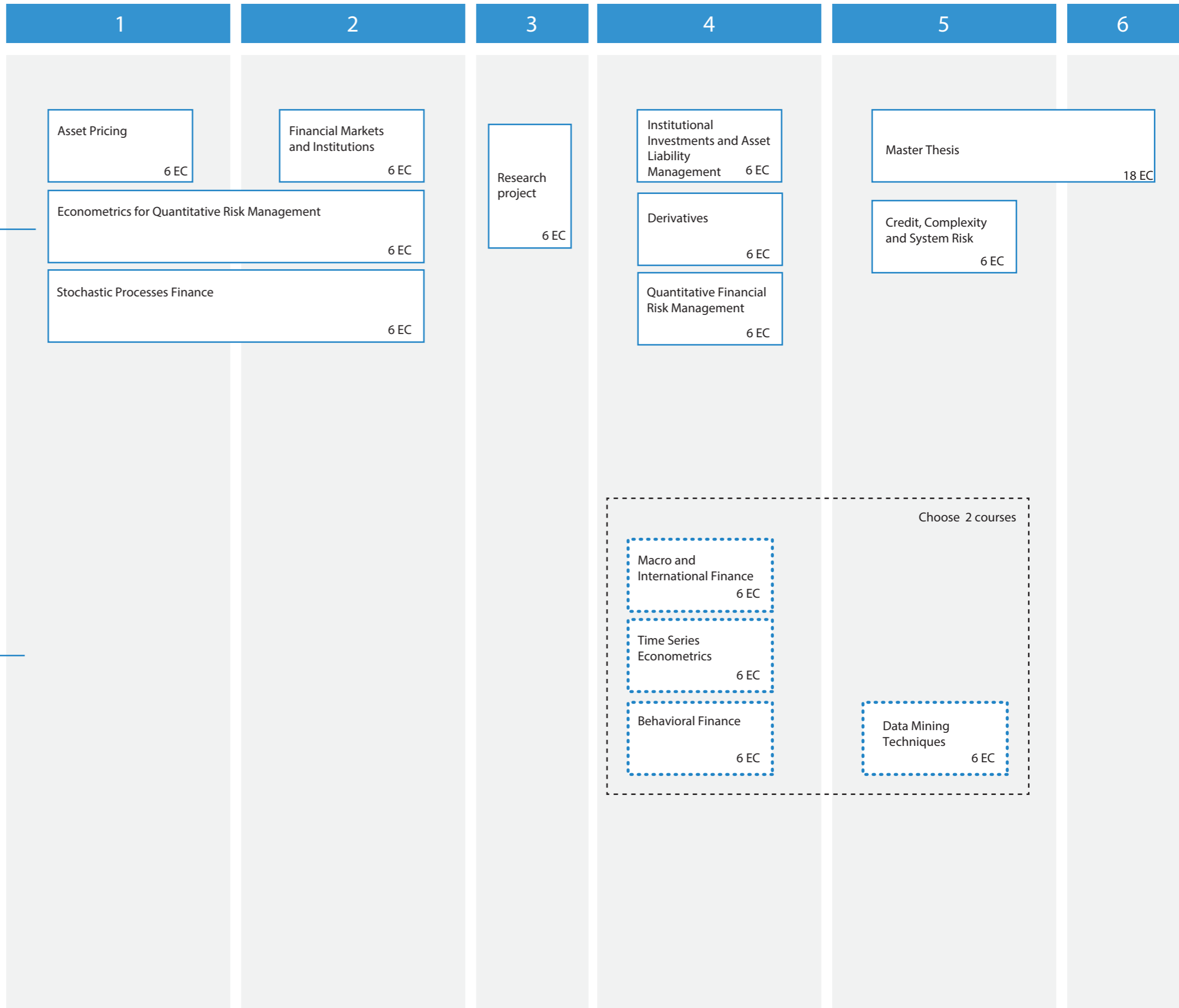
Mandatory Courses
  Elective Courses

# Quantitative Risk Management (Duisenberg Honours Programme)

How do you manage risk?

► Core

► Electives



# MARKETING

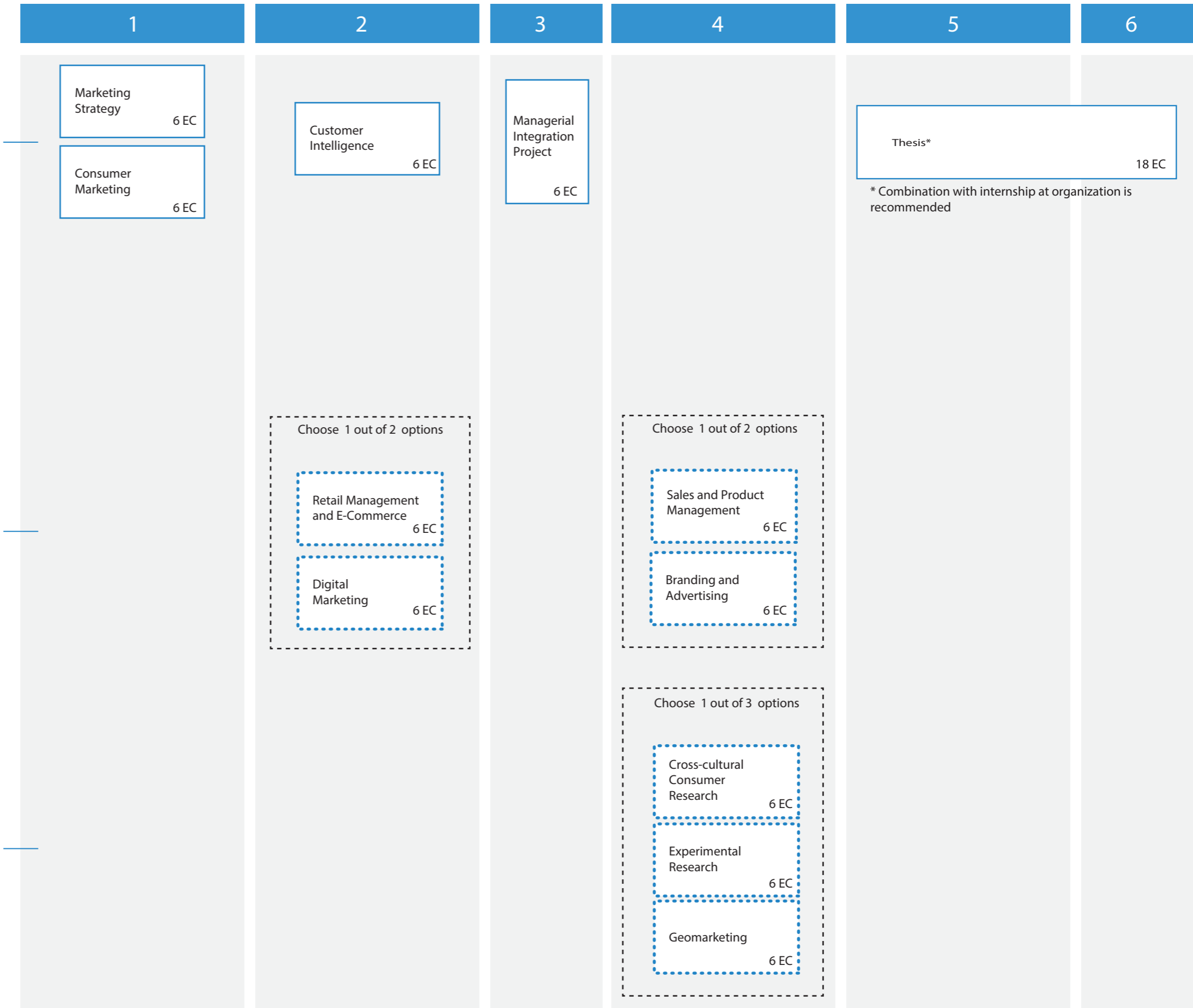
Prove yourself where it matters

► Core

► Electives I, Electives II

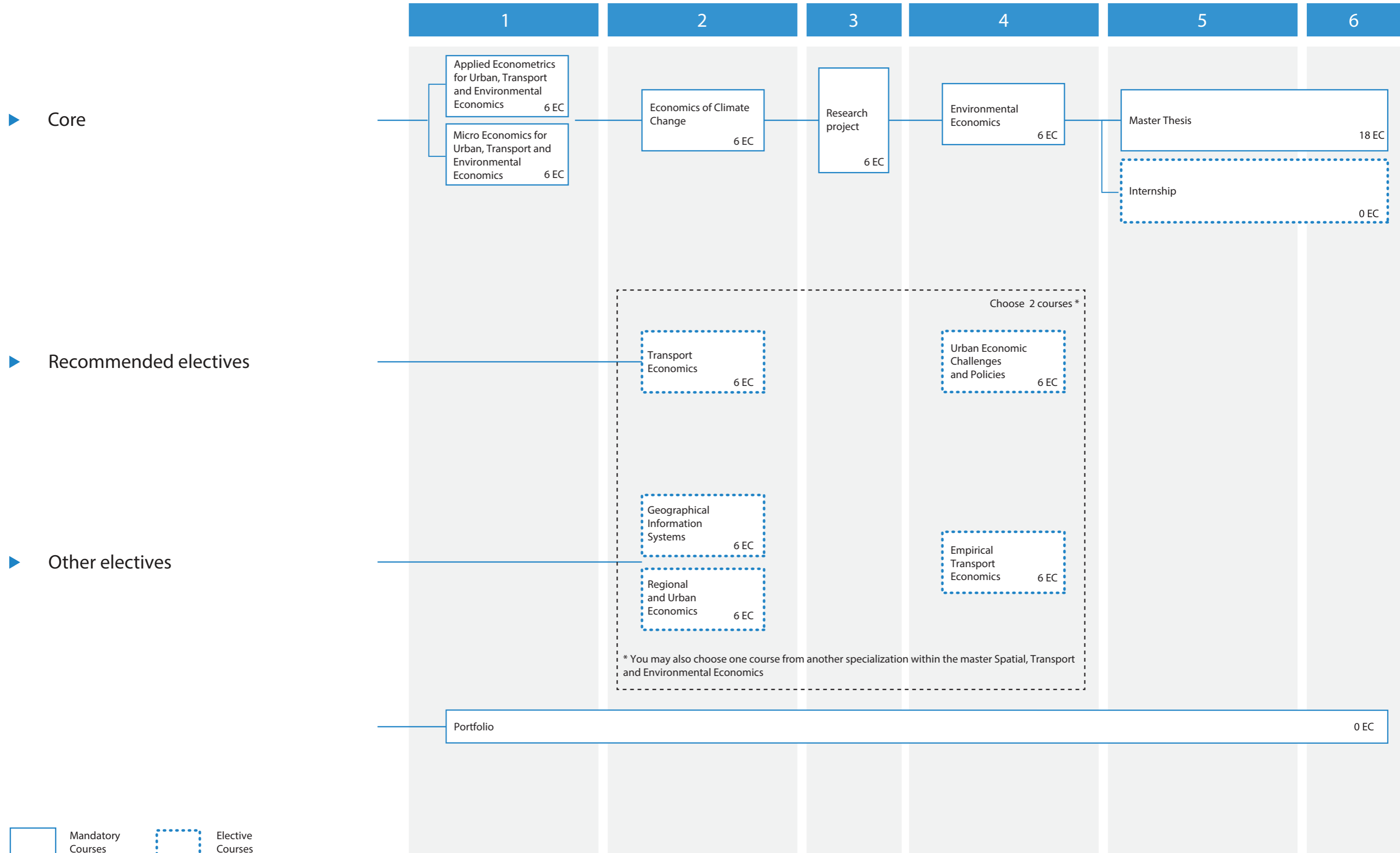
► Electives III

 Mandatory Courses
  Elective Courses



# ENVIRONMENTAL ECONOMICS

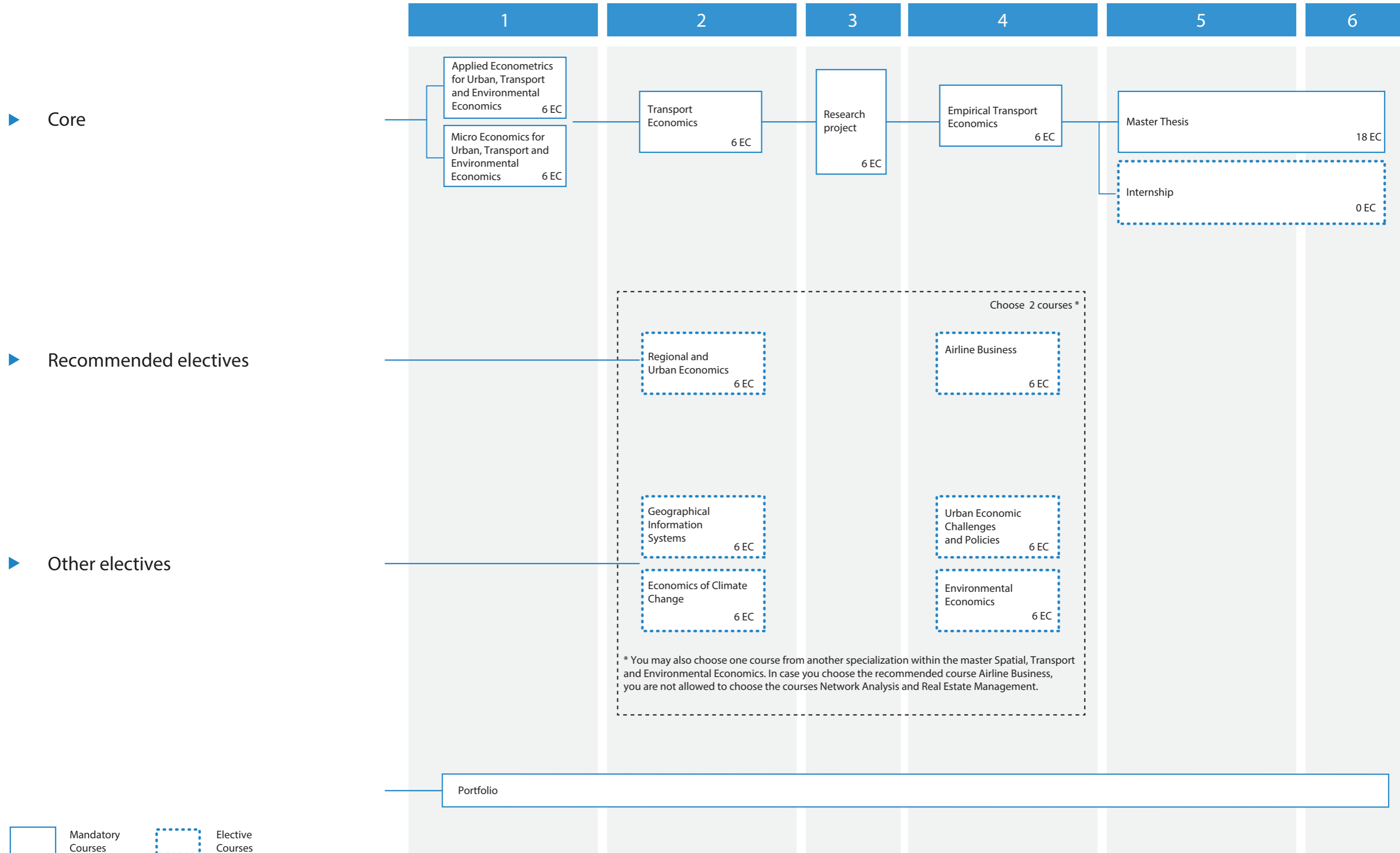
Understanding the economic and spatial aspects of the great societal challenges in managing local and global environments, natural resources and the transition from fossil fuels to renewable energy.





# TRANSPORT ECONOMICS

Understanding the economics of the great societal challenges in urban and international transport, mobility and accessibility



# URBAN AND REGIONAL ECONOMICS

Regions, cities and buildings: Understanding the spatial and economic dimensions of urbanization, agglomeration, and regional decline and development

