

Teaching and Examination Regulations

Master's Programme Political Science

Faculty of Social Sciences

Academic year 2020-2021

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Section A: Faculty section

1. General provisions

Article 1.1 Applicability of the Regulations

1. These Regulations apply to anyone enrolled in the programme, irrespective of the academic year in which the student was first enrolled in the programme.
2. These Regulations enter into force on 1 September 2020.
3. An amendment to the Teaching and Examination Regulations is only permitted to concern an academic year already in progress if this does not demonstrably damage the interests of students.

Article 1.2 Definitions

The following definitions are used in these Regulations (*in alphabetical order*) :

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|---------------------------|--|
| a. academic year: | the period beginning on 1 September and ending on 31 August of the following calendar year; |
| b. CvB: | the Executive Board of <i>Vrije Universiteit Amsterdam</i> ; |
| c. EC (European Credit): | an EC credit with a workload of 28 hours of study; |
| d. educational component: | a unit of study of the programme within the meaning of the WHW; |
| e. examination: | the final examination of the Master's programme; |
| f. FGV: | Faculty Joint Assembly – assembly of the faculty student council and faculty staff council; |
| g. interim examination: | an assessment of the student's knowledge, understanding and skills relating to a course component. The assessment is expressed in terms of a final mark. An interim examination may consist of one or more partial examinations. A resit always covers the same material as the original interim examination. A written examination can consist of (a combination of) open questions, multiple choice questions, a paper, an essay or written assignment. An oral examination can consist of (a combination of) open questions, a debate or a verbal presentation; |
| h. OLC: | programme committee; |
| i. period: | a part of a semester; |
| j. practical exercise: | the participation in a practical training or other educational learning activity, aimed at acquiring certain (academic) skills. Examples of practical exercises are: <ul style="list-style-type: none"> o researching and writing a thesis or dissertation o carrying out a research assignment o taking part in fieldwork or an excursion o taking part in another educational learning activity aimed at acquiring specific skills, or o participating in and completing a work placement; |
| k. programme: | the totality and cohesion of the course components, teaching activities/methods, contact hours, testing and examination methods and recommended literature; |
| l. SAP/SLM: | the student information system; |
| m. semester: | the first (September - January) or second half (February - August) of an academic year; |
| n. specialization: | selected route of study within a degree programme indicating a deepening of the (inter/multi) disciplinary context of the programme; |

- o. study guide: the guide for the study programme that provides further details of the courses, provisions and other information specific to that programme. The Study Guide is available electronically at: <https://www.vu.nl/en/study-guide/>;
- p. study monitor (*studiemonitor*): dashboard for students and academic advisors with data of the student and that provides insight into the student's study progress;
- q. subject: see 'educational component';
- r. thesis: a component comprising research into the literature and/or contributing to scientific research, always resulting in a written report; *Vrije Universiteit Amsterdam*;
- s. university: *Vrije Universiteit Amsterdam*;
- t. WHW: the Dutch Higher Education and Research Act (*Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek*);
- u. workload: the workload of the unit of study to which an interim examination applies, expressed in terms of credits = EC credits (ECTS = European Credit and Transfer Accumulation System). The workload for 1 year (1,680 hours) is 60 EC credits.

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

2. Study programme structure

Article 2.1 Structure of academic year and educational components

1. The study 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.
3. An educational component comprises 6 EC or a multiple thereof.
4. By way of exception to paragraph 3, the Executive Board may in special cases and on request of the Faculty Board, stipulate that a unit of study comprises 3 EC or a multiple thereof.

3. Assessment and Examination

Article 3.1 Signing up for education and interim examinations

1. Every student must sign up to participate in the educational components of the programme, the examinations and resits. The procedure for signing up is described in an annex to the Student Charter.
2. Signing up may only take place in the designated periods.

Article 3.2 Type of examination

1. At the examiner's request, the Examination Board may permit a different form of interim examination than is stipulated in the study guide.

Article 3.3 Oral interim examinations

1. An oral assessment is public unless the Examination Board or examiner in special cases determines otherwise. For further rules and regulations concerning oral examinations, see the Rules and Guidelines of the Examination Board FSS, article 10 'Oral examination'.

Article 3.4 Determining and announcing results

1. The examiner determines the result of a written interim examination as soon as possible, but at the latest within ten working days. The marking deadline for the first submission opportunity for the thesis is also ten working days. The marking deadline for the second submission opportunity for the thesis is no longer than twenty working days. The examiner will then immediately ensure that the marks are registered and also ensures that the student is immediately notified of the mark, taking due account of the applicable confidentiality standards.

2. The examiner determines the result (i.e. mark) of an oral examination as soon as possible, but at the latest within 48 hours after the examination has finished and informs the student accordingly. The fourth sentence of the first paragraph applies.
3. 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.

Article 3.5 Examination opportunities

1.
 - a. Per academic year, two opportunities to take examinations per educational component will be offered.
 - b. By way of exception to a., the options for retaking practical components, work placements and these are detailed in the relevant work placement manual, teaching regulations or graduation regulations.
2. The most recent mark will apply in the event of a resit. A retake is allowed for both passed and failed units of study.
3. The resit for an interim examination must not take place within ten working days of the announcement of the result of the examination being resat.
4. The student who has passed all but one of the examinations necessary to meet the degree requirements and who is unable to sit that examination in the next semester, may submit a reasoned request to the Examination Board asking for the opportunity to take this examination at an earlier date; the examiner can decide that this extra examination is a different assessment type than the regular examination opportunity.
5. If an educational component is no longer offered in the academic year following its termination, at least one opportunity will be provided to sit the interim examination(s) or parts thereof and a transitional arrangement will be included in the programme-specific section for the subsequent period.

Article 3.6 Marks

1. Partial marks are given on a scale from 1 to 10 with no more than one decimal point.
2. A final mark between 5 and 6 will be rounded off to whole marks: up to 5.5 rounded down; from 5.5 rounded up. All other final marks are given in whole or half points.
3. To pass a course, a 6 or higher is required.
4. The Examination Board can allow to use symbols rather than numbers, for example: v(oldaan), g(oed), n(iet)v(ol)d(aan), etc.).

Article 3.7 Exemption

1. At the written request of the student, the Examination Board may exempt the student from taking one or more examination components, if the student:
 - a. has passed a course component of a university or higher professional education programme that is equivalent in terms of content and level;
 - b. has demonstrated through his or her work and/or professional experience that he or she has sufficient knowledge and skills with regard to the relevant course component.
2. The Master's thesis is excluded from this exemption possibility.

Article 3.8 Validity period for results

1. The validity period of interim examinations passed and exemption from interim examinations is unlimited, unless otherwise specified in Section B1.
2. The validity period of a partial examination is limited to the academic year in which it was sat or until the end of the unit of study concerned, as stipulated for the relevant unit of study in Section B1.

Article 3.9 Right of inspection and post-examination discussion

1. Within ten working days after the announcement of the results of a written interim examination, the student can, on request, inspect his or her assessed work, the questions and assignments

set in it, as well as the standards applied for marking. The place and time referred to in the previous clause will be announced at the time of the interim examination or on Canvas.

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

4. Academic student counselling and study progress

Article 4.1 Administration of study progress and academic student counselling

1. The Faculty Board is responsible for the correct registration of the students' study results. After the assessment of an educational component has been registered, every student has the right to inspect the result for that component and also has a list of the results achieved at his or her disposal in VUNet.
2. Enrolled students are eligible for academic student counselling. Academic student counselling is in any case provided by:
 - a. the Student General Counselling Service;
 - b. student psychologists;
 - c. faculty academic advisors.

Article 4.2 Facilities for students with a disability

1. A student with a disability can, at the moment of submission to VUNet, or at a later instance, submit a request to qualify for one or more special facilities with regard to teaching, practical training and interim examinations. These facilities will accommodate the student's individual disability as much as possible, but may not alter the quality or degree of difficulty of a unit of study or an examination. In all cases, the student must fulfil the exit qualifications for the study programme.
2. The request referred to in the first paragraph must be accompanied by a statement from a doctor or psychologist. If possible, an estimate should be given of the potential impact on the student's study progress. In case of a chronic disability a single (one time) request suffices.
3. Students who have been diagnosed with dyslexia must provide a statement from a BIG, NIP or NVO registered professional who is qualified to conduct psychological evaluation.
4. The Faculty Board, or the responsible person on behalf of the Faculty Board, decides on teaching facilities and facilities regarding logistics. The Examination Board will rule on requests for facilities with regard to examinations.
5. In the event of a positive decision in response to a request as referred to in paragraph 1, the student can make an appointment with the academic advisor to discuss the details of the provisions.
6. A request for one or more facilities can be refused if it would place a disproportionate burden on the organization or the resources of the faculty or university were it upheld.
7. If the disability justifies an extension of the interim examination time, the responsible person on behalf of the Examination Board will register in SAP this entitlement to an extension. If a disability justifies other measures to be taken, the academic advisor can take the necessary measures. The student can consult the study monitor to check which facilities have been granted to him or her.
8. The decision as referred to in paragraph 5 may specify a limited validity of the facilities granted.

5. Hardship clause

Article 5.1 Hardship clause

In instances not regulated by the Teaching and Examination Regulations or in the event of demonstrable extreme unreasonableness and unfairness, the Faculty Board responsible for the study programme will decide, unless the matter concerned is the responsibility of the Examination Board.

Section B1: Programme specific section – general provisions

6. General programme information and characteristics

Article 6.1 Study programme information

The programme Political Science, CROHO-number 60203, is offered on a full-time basis.

Article 6.2 Teaching formats used and modes of assessment

1. The degree programme uses in particular the following teaching formats:
 - lectures;
 - tutorials;
 - seminar;
 - individual supervision;
 - formative online assessments.
2. The degree programme uses in particular the following modes of assessment:
 - assignments;
 - presentations;
 - participation;
 - thesis.

7. Further admission requirements

Article 7.1 Intake date

The programme starts on September 1.

Article 7.2 Admission requirements

1. Admission to the Master's programme is possible for an applicant who has obtained a Bachelor's degree at an institution of academic higher education, which demonstrates the following:
 - knowledge of and skills in the field of social and political research methods;
 - knowledge of and insight into political theory.
2. Applicants with a Bachelor's degree obtained at an institution outside The Netherlands may be asked to prove through additional methods that they meet the admission requirements.
3. An applicant should demonstrate that he or she has sufficient level of proficiency in English by meeting at least one of the following standards, no more than two (2) years before the start of the programme at the VU:
 - IELTS score with a minimum of 7.0;
 - TOEFL paper based test: 600;
 - TOEFL computer based test: 250;
 - TOEFL internet based test: 100;
 - VU TOEFL-ITP: 600 (only valid at the VU).
4. Applicants who:
 - completed an English-taught secondary or higher education degree in Canada, the United States, the United Kingdom, Ireland, New Zealand or Australia or
 - have earned a Bachelor's or Master's degree in an English-taught programme accredited by NVAO in the Netherlands, or
 - have earned a Bachelor's or Master's degree in an accredited English-taught programme in another member state of the European Union or
 - have obtained a Cambridge Certificate in Advanced English (CAE): A or B

- or a Cambridge Certificate of Proficiency in English (CPE): A, B or C or
 - have earned a Dutch VWO-diploma (level 6 VWO-nieuw) or
 - are enrolled for the pre-Master's programme Political Science and have thus passed the pre-Master's assessment in advance
- are exempted from the requirements referred to in paragraph 3.

Article 7.3 Selection criteria

1. In addition to the admission requirements referred to in Article 7.2, the Faculty board also sets the following selection criteria, of which at least two must be met:
 - a. a high level of relevant knowledge and skills demonstrated by a list of sufficient results on relevant individual courses;
 - b. motivation for the programme, demonstrated by a letter stating the motivation for the programme;
 - c. a strong command of research methods and techniques from the relevant field, demonstrated by an academic writing sample (preferably a thesis), results on individual courses, research skills and/or academic references;
 - d. proficiency in the language of instruction, as demonstrated by an academic writing sample;
 - e. a high general academic level demonstrated by an overall GPA of at least a 7.

Article 7.4 Pre-Master's programme

1. Applicants with a Bachelor's degree of a university of applied science (HBO) or a Bachelor's degree from an institution of academic higher education who wish to enter the Master's programme but do not fulfill the admission requirements as stipulated in Article 7.2 and the selection criteria as stipulated in Article 7.3 can request admission to the pre-Master's programme.
2. Further conditions and the procedure are set out in the pre-Master's Regulation of the faculty.

8. Interim examinations and results

Article 8.1 Sequence of interim examinations

Students may participate in interim examinations or practical exercises of the components below only if they have passed the interim examination or examinations for the components mentioned hereinafter or participated in the examinations of these components:

- Master's Thesis in Political Science: Democracy, Power and Inequality only after passing the subjects of period 1 and participation Workshop Democracy, Power and Inequality;
- Master's Thesis in Political Science: International Relations, Security and Global Order only after passing the subjects of period 1 and participation in Workshop International Relations, Security and Global Order;
- Master's Thesis in Political Science: Global Environmental Governance, Sustainability and Climate Change only after passing the subjects of period 1 and participation Workshop Global Environmental Governance, Sustainability and Climate Change;
- Workshop in Democracy, Power and Inequality only after participation in Selected Issues: Democracy, Populism and the State in Europe;
- Workshop in International Relations, Security and Global Order only after participation in Selected Issues: Global Political Economy and Geopolitics or Selected Issues: International Security Studies;
- Workshop in Global Environmental Governance, Sustainability and Climate Change only after participation in Selected Issues: Global Environmental Governance.

Section B2: Programme specific – content of programme

9. Programme objectives, specializations, exit qualifications and language

Article 9.1 Workload

The programme has a workload of 60 EC.

Article 9.2 Tracks and/or specializations

The programme has the following specializations:

- Democracy, Power and Inequality;
- International Relations, Security and Global Order;
- Global Environmental Governance, Sustainability and Climate Change.

Article 9.3 Programme objective

The Master's programme in Political Science aims at enabling students to critically examine political issues at a high level of conceptual abstraction and to carry out in-depth academic theoretical and empirical research on a political topic in a globalizing context. For this purpose, the programme familiarizes them with a broad range of theories and approaches that serve both explanatory and critical aims. After completion of the programme, students are equipped to carry out successful independent research work. While the programme has a strong academic orientation, it also prepares graduates to solve complex political questions within various professional fields, in government and public policy, and in profit and non-profit private organizations.

Article 9.4 Exit qualifications

1. A graduate of the study programme will be able to:
 - critically examine political issues at a high level of conceptual abstraction as well as translate them into terms understandable by a wider public;
 - summarize, evaluate, and synthesize research results from political science and related fields and assess the policy relevance of these results;
 - carry out in-depth academic theoretical and empirical research on a topic within the areas of political systems, public policies or international relations.
2. Without prejudice to the provisions of paragraph 1, with regard to the field that is covered by their respective specialization, a graduate of the specialization will:
 - have a thorough knowledge of the key issues and main theories;
 - have an advanced understanding of a number of selected topics;
 - have a thorough understanding of how the field is affected by the deepening interaction between national and international politics in the context of globalization;
3. Produce a research-based thesis that shows intellectual rigor and proficiency in the field. Language proficiency may be taken into account in the assessment of (interim) examinations.

Article 9.5 Language of instruction

1. The language of instruction is English.
2. The 'Gedragscode vreemde taal' (code of conduct foreign languages) applies.

10. Curriculum structure

Article 10.1 Composition of the programme

1. The programme comprises at least of a package of compulsory components and an individual research project and Master's thesis.

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

Article 10.2 Compulsory educational components

A detailed description per educational component can be found in the Study Guide.

| Educational component | Course code | EC | level |
|--|--------------------|-----------|--------------|
| Core Debates in Political Science | S_CDPS | 6 | 400 |
| Applying Core Debates in Political Science | S_ACDPS | 6 | 400 |
| Political Research: Philosophy, Design and Practice | S_PRDP | 6 | 500 |
| Applying Qualitative and Quantitative Methods in Political Science | S_AQQMPS | 6 | 600 |
| Specialization Democracy, Power and Inequality | | | |
| Selected Issues: Democracy, Populism and the State in Europe | S_SIDPSE | 6 | 500 |
| Workshop in Democracy, Power and Inequality | S_WDPI | 6 | 600 |
| Master's Thesis in Political Science: Democracy, Power and Inequality | S_MTPSD | 18 | 600 |
| <i>One out of three:</i> | | | |
| • Selected Issues: Global Political Economy and Geopolitics | S_SIGPEG | 6 | 500 |
| • Selected Issues: Global Environmental Governance | S_SIGEG | 6 | 500 |
| • Selected Issues: International Security Studies | S_SIIS | 6 | 500 |
| Specialization International Relations, Security and Global Order | | | |
| Selected Issues: Global Political Economy and Geopolitics OR Selected Issues: International Security Studies | S_SIGPEG or S_SIIS | 6 | 500 |
| Workshop in International Relations, Security and Global Order | S_WIR | 6 | 600 |
| Master's Thesis in Political Science: International Relations, Security and Global Order | S_MTPSI | 18 | 600 |
| <i>One out of four:</i> | | | |
| • Selected Issues: Democracy, Populism and the State in Europe | S_SIDPSE | 6 | 500 |
| • Selected Issues: Global Environmental Governance | S_SIGEG | 6 | 500 |
| • Selected Issues: International Security Studies | S_SIIS | 6 | 500 |
| • Selected Issues: Global Political Economy and Geopolitics | S_SIGPEG | | |
| Specialization Global Environmental Governance, Sustainability and Climate Change | | | |
| Selected Issues: Global Environmental Governance | S_SIGEG | 6 | 500 |
| Workshop in Global Environmental Governance, Sustainability and Climate Change | S_WGEGS | 6 | 600 |
| Master's Thesis in Political Science: Global Environmental Governance, Sustainability and Climate Change | S_MTPSG | 18 | 600 |
| <i>One out of three:</i> | | | |
| • Selected Issues: Democracy, Populism and the State in Europe | S_SIDPSE | 6 | 500 |
| • Selected Issues: Global Political Economy and Geopolitics | S_SIGPEG | 6 | 500 |
| • Selected Issues: International Security Studies | S_SIIS | 6 | 500 |

Article 10.3 Participation in practical training and tutorials

In the case of a practical training, or tutorials, the rules about obligatory attendance will be announced in the study guide for that subject on Canvas prior to the start of the teaching period for that subject.

11. Evaluation and transitional provisions

Article 11.1 Evaluation of the education

The education provided in this programme is evaluated in accordance with the evaluation plan in Appendix I. The faculty evaluation plan offers the framework.

Article 11.2 Transitional provisions

By way of departure from the Teaching and Examination Regulations currently in force, the transitional provisions in Appendix II apply for students who started the programme under a previous set of Teaching and Examination Regulations.

Advice and approval by the Programme Committee, on April 9 2020.

Approved by the Faculty Joint Assembly, on June 18 2020.

Adopted by the board of the Faculty of Social Sciences on July 13 2020.

Appendix I Evaluation plan Master Political Science

| PLAN | | | |
|---|--|--|---|
| Wat, hoe en wanneer ga je evalueren? | | | |
| Wat? | Doelen | Hoe? Methode? | Wanneer? |
| <p>Evaluëren van vakken</p> <p>Evaluëren van vakken gedurende de periode september tot en met december 2020</p> | <p>Het constant toezien op kwaliteit en verbetermogelijkheden van individuele vakken</p> | <ul style="list-style-type: none"> - Vragenlijst (liefst kort) - Docentoverleg met ruimte voor overleg specifieke vakken / delen best practices - Toezien op studentenevaluaties (docenten zelf, OPD en OLC) Office hours OPD & OPC voor docenten en studenten - Lucht – je – hart – sessies met studenten per cohort (vak overstijgend / curriculum evaluatie) - Tussentijdse informele evaluatie om mogelijkheid te geven nog aan te passen (docenten, gestimuleerd door OPD) - Student ambassadeurs op verschillende niveaus en momenten: OLC, Student Mentoren, Student Mentor Coördinator, per vak op initiatief docent | <ul style="list-style-type: none"> - Vragenlijst: na afloop vak - Docentoverleg: per periode - Toezien studentevaluaties: na periode waar vak gegeven is (docenten zelf, OPD en OLC) - Office hours: wekelijks - Lucht-je-hart sessies met studenten (jaarlijks – per cohort 1 sessie) - Halverwege het vak - Mentoraat - Door hele jaar heen. |
| <p>Evaluëren van docenten</p> | <p>Docenten optimaal laten presteren, van advies voorzien, ondersteuning bieden, ambities en dromen stimuleren</p> | <ul style="list-style-type: none"> - Individuele gesprekken met OPD en/of OPC - Toezien op vak evaluaties (OPD en OLC) - Docenten overleg: Delen van best practices / ruimte voor innovatie docentoverleg - Intervisie - Mentorschap voor nieuwe/jonge docenten - | <ul style="list-style-type: none"> - Jaarlijks en: - Office hours voor docenten (wekelijks) - Na afloop vak - 1x per periode Bij minder goede beoordeling en / of signaal OLC - Op verzoek en variabel |
| <p>Curriculum-evaluatie</p> | <ul style="list-style-type: none"> - Het constant toezien op kwaliteit en verbetermogelijkheden van het curriculum - Zorgen dat het curriculum overeen komt met het toetsplan en de daarin besproken leerlijnen per jaargang en track. | <ul style="list-style-type: none"> - Herzieningen toetsplan - Bespreking verschillende curriculum en leerlijnen docentoverleg - Evaluëren rendementscijfers en mogelijke struikelvakken/struikelblokken - Kritische reflectie na NSE resultaten - Lucht – je – hart – sessies met studenten per cohort (inclusief premaster studenten) - Gesprek minorstudenten POL - Docent Mentoraat - Student Mentor Coordinator - OLC vergaderingen en overleg met Opleidings management (MT) - Input FSR, USR, EOS | <ul style="list-style-type: none"> - Jaarlijkse herziening toetsplan - Docentoverleg 1x per periode - Jaarverslag (jaarlijks) - Jaarverslag (jaarlijks) - Lucht-je-hart sessies met studenten (jaarlijks – per cohort 1 sessie) - Gesprek minorstudenten (jaarlijks) - 2 x per jaar individueel gesprek met docent - Regelmatig overleg met Opleidings MT - Tenminste 1x per jaar - Gedurende het jaar, tijdens lucht-je-hart of op uitnodiging |

| | | | |
|---|--|--|---|
| <p><i>Aansluiting arbeidsmarkt</i></p> | <ul style="list-style-type: none"> - Zorgen dat een (groot) deel van onze vakken gastprekers uit de praktijk betrekken - In stand houden en verbeteren betrokkenheid van de veldadviesraad Politicologie - Inzetten op actieve houding ten overstaan van het organiseren van stages voor studenten - Meer ondersteuning en training op het gebied van beroepsoriëntatie en transferrable/professional skills | <ul style="list-style-type: none"> - Aansturen + meerwaarde laten inzien gastsprekers voor onderwijs - Jaarlijks terugkomende veldadviesraad - Actief betrokkenheid nieuw stageplatform Jobteaser - Docent Mentoraat - Student Mentor Coordinator (om dicht bij de studenten te staan) - Alumni events - Betrekken oudere jaars bij voorlichting voor profileringsruimte en stages - Welcome Home Event (voor de studenten die terugkomen van profileringsruimte ter inspiratie van de andere studenten). - Actief betrekken studieadviseurs - Input en samenwerking met FSR, USR, EOS in het organiseren van workshops, career events e.d. - Aanbieden workshops, training en coaching op het gebied van beroepsoriëntatie en professional / transferable skills, zoals: Droom baan gezocht, Studie en Loopbaan (Rob van den Donk) - OLC (om behoeftes van studenten op te vangen en met opleidingsmanagement events te organiseren) - Lucht – je – hart – sessies met student | <ul style="list-style-type: none"> - Gastsprekers: liefst tenminste 1x in elk vak mits geschikt - Veldadviesraad bijeenkomst: jaarlijks - Actieve houding t.a.v. stages: geen tijdsindicatie (constant) - Docent mentoraat 2x per jaar iedere student - Al deze activiteiten worden gedurende het jaar tenminste 1 keer verzorgd – met behulp van de student coordinator mentoraat en de student coordinator voorlichting en met behulp van OLC, FSR en EOS wordt ervoor gezorgd dat studenten betrokken zijn en gemobiliseerd worden. |
| <p><i>Evalueren succes mentoraat, internationalisering en betrokkenheid studenten bij programma</i></p> | <p>Zorgen dat mentoraat voor alle betrokken studenten (ook de internationale), docentmentoren en onderwijsmanagement van toegevoegde waarde is.</p> <p>Zorgen voor een actieve en betrokken studenten populatie die helpt met het organiseren en invullen van social events en het verbeteren en in stand houden van de kwaliteit van de (sociale) leeromgeving</p> | <ul style="list-style-type: none"> - Toezien op herzieningen mentoraat (ENG) en gesprek met docentmentoren over herzieningen - Samenbrengen docent en studentmentoren - Aanstellen van Student Coördinator Mentoraat 1 dag per week (brug tussen opleidingsmanagement en studenten) - Zorgen voor een lint van sociale activiteiten (van alumni events tot pub quiz en het grote POL Summer Party) dat doorloopt na eerste student mentoraat - Lucht – je – hart – sessies met studenten - OLC - Docentenoverleg | <ul style="list-style-type: none"> - Eind van het academisch jaar evaluatie - Begin van het academisch jaar samenbrengen student- en docentmentoren. Kick-off - Regelmatig overleg binnen Opleidingsmanagement POL - Gedurende het hele jaarlucht je hart sessies met studenten (jaarlijks) - Op initiatief OLC |
| <p><i>Evalueren voorlichting (proefstuderende, minorenmarkt & open dagen)</i></p> | <p>Voorlichting die de kern van Politicologie op een interessante manier samenvat en overbrengt voor (aspirant) studenten</p> | <ul style="list-style-type: none"> - Nauw betrokken zijn bij werving van student voorlichters - Aanstellen Student Coordinator Voorlichting 1 dag per week (brug/schakel opleidingsmanagement en studenten) - Aansturen en enthousiasmeren student voorlichters, input en ideeën ophalen - Gezamenlijk invullen van de uitvoering voorlichting tijdens open dagen, proefstuderende, matching. - Veel input en verantwoordelijkheid geven bij Scholenvoorlichting, eigen initiatief stimuleren - Social Media Team van studenten en eigen online Magazine: Politeia enthousiasmeren/voeden - Evalueren met voorlichtingsteam | <ul style="list-style-type: none"> - Aan het eind van het eerste jaar en gedurende tweede jaar alert blijven - Tijdens academisch jaar - Kickoff bij begin van het jaar en gedurende het hele jaar - Gedurende het hele jaar |

| DO Uitvoeren van de evaluaties | |
|--|---|
| Wie? | Welke evaluaties en verantwoordelijkheden? |
| OPD | <p>Evaluatie vakken & docenten (<i>luisterend oor voor docenten, ondersteuning en advies geven aan docenten waar nodig, voorzitter docentoverleg, organiseren junior docent bijeenkomsten, organiseren interview indien nodig</i>), Lucht – je – hart –sessies (<i>meenemen studentenfeedback voor meerdere evaluatie onderwerpen, terugkoppelen aan studenten, acties ondernemen</i>), curriculumevaluatie (<i>advies n.a.v. NSE, toezien verschillende leerlijnen, deel A jaarverslag: visie opleiding en reflectie afgelopen jaar</i>), Mentoraat (<i>aansturen Student Coordinator Mentoraat en aansturen Mentoraat programma, toezien op internationalisering hiervan</i>)</p> <p>, Aansluiting arbeidsmarkt (<i>samenbrengen veldadviesraad, initiëren en aansturen van alumni events en welkom thuis, voorlichting over profileringsruimte en stages, initiëren en aanbieden workshops, trainingen en coaching ism andere partijen zoals FSR, EOS en extern</i>), Voorlichting (<i>aansturen en enthousiasmeren voorlichtingsteam en aansturen Student Coordinator Voorlichting en Communicatie</i>)</p> |
| OPC | <p>Voorlichting (<i>adviseren voorlichtingsteam, uitvoer minorenmarkt en open dagen</i>), evalueren mentoraat (<i>aansturen, bij elkaar brengen van alle actoren</i>), aansluiting arbeidsmarkt (<i>stage coordinator + toezien gast sprekers ind. vakken</i>), evalueren vakken (<i>toezien op evaluaties en signaleren voor OPD wanneer actie nodig is, advies voor docenten, uitwerken best practices docentoverleg</i>), evalueren docenten (<i>signaleren problemen, communiceren problemen OPD, ophalen best practices docententeam</i>)</p> <p>Lucht – je – hart –sessies (<i>organiseren, communiceren, samenvatten, meenemen studentenfeedback voor meerdere evaluatie onderwerpen</i>)</p> |
| OLC | <p>Analyseren van de resultaten van de vakevaluaties, curriculumevaluaties, thesisevaluaties, minor Focusgesprek over curriculum uitvoeren Adviseren aan Opleidingsmanagement over verbeteringen Ondersteunen bij organisatie van social events en events gerelateerd aan aansluiting op de arbeidsmarkt.</p> |
| Docenten | Vakevaluaties: <i>doelgericht bepaalde vragen uitzetten, leren van vorige jaargangen, signaleren problemen, evaluatie mentoraat docent-mentoren (evaluatie mentoraat samen met OPC), tussentijdse evaluatie (per vak).</i> |
| OWB | <p>Uitvoering van de evaluaties Zorgen dat ze worden uitgezet</p> |

| CHECK Bekijk uitkomsten a.h.v. verschillende evaluatie instrumenten | | |
|---|---|---|
| Middel | Wie bekijkt/beoordeeld het? | Wie gebruikt het? |
| Cursusdossier | Cursuscoördinator (<i>in samenwerking met docenten indien meer docenten op vak</i>) | OPD, OPC |
| Vakverslag met verbeterpunten | Cursuscoördinator (<i>in samenwerking met docenten indien meer docenten op vak</i>) | Docenten, OPC (<i>indien reden is tot gebruik: lage evaluatie bijv.</i>) |
| Overleg voorlichtingsteam | OPD, OPC, voorlichters | (student) voorlichters |
| Curriculumevaluaties | OPD, OPC | OPD, OPC, docenten (<i>indien grote herzieningen plaatsvinden op vakniveau</i>) |
| Lucht – je – hart - sessies | OPD, OPC, Studenten, OLC | OPD, OPC (<i>OLC indien nodig</i>) |
| Notulen docentoverleg – veldadviesraad – mentoraatoverleg - | OPC | OPC, OPC, mentoren |

| ACT Formuleren van verbeterpunten n.a.v. de uitkomsten | | |
|--|--|---|
| Middel | Wie stelt verbeterpunten op en zorgt dat het wordt uitgevoerd? | Wie gebruikt het? |
| Cursusdossier | Cursuscoördinator (<i>betrokkenheid OPD, OPC indien nodig</i>) | Docenten en cursuscoördinator |
| Vakverslag | Cursuscoördinator (<i>OPC indien nodig</i>) | Docenten en cursuscoördinator |
| Notulen voorlichtingsteam | Voorlichtingscoördinator – student-assistent voorlichting | Voorlichtingscoördinator, student-assistent, uitvoerder (<i>praatjes opendagen bijv.</i>) |
| Curriculumevaluaties | OPD en OPC | FB (<i>jaargesprek</i>), OPC & OPC |
| Lucht –je – hart –sessies | OPD & OPC | OPD & OPC (<i>OLC incidenteel</i>) |
| Notulen Docentoverleg, veldadviesraad & mentoraatoverleg | OPC, mentoraatcoördinatoren, student-assistent | Docenten, mentoren, OPC, OPD (<i>OLC incidenteel</i>) |

Appendix II Transition Table Political Science

| Specialization 2019-2020 or before | Specialization 2020-2021 onwards |
|--|--|
| European Public Policy in a Global Context | Democracy, Power and Inequality |
| International Relations and Transnational Governance | International Relations, Security and Global Order |
| Global Environmental Governance | Global Environmental Governance, Sustainability and Climate Change |

| Subject (in 2019-2020) | Replacement subject (2020-2021) |
|---|---|
| Theories and Approaches in International Relations and Theories and Approaches in Comparative European Politics | Core Debates in Political Science AND Applying Core Debates in Political Science |
| Theories and Approaches in International Relations | Core Debates in Political Science |
| Theories and Approaches in Comparative European Politics | Core Debates in Political Science |
| Selected Issues: European Politics and Policymaking | Selected Issues: Democracy, Populism and the State in Europe |
| Selected Issues: Transnational Political Economy | Selected Issues: Global Political Economy and Geopolitics |
| Selected Issues: International Security | Selected Issues: International Security Studies |
| Political and Policy Research: Philosophy and Design | Political Research: Philosophy, Design and Practice |
| Workshop in Comparative Policy and Politics | Workshop in Democracy, Power and Inequality AND Applying Qualitative and Quantitative Methods in Political Science |
| Workshop in International Relations | Workshop in International Relations, Security and Global Order AND Applying Qualitative and Quantitative Methods in Political Science |
| Workshop in Global Environmental Governance | Workshop in Global Environmental Governance, Sustainability and Climate Change AND Applying Qualitative and Quantitative Methods in Political Science |
| Master's Thesis in Political Science | Master's Thesis in Political Science: Democracy, Power and Inequality OR Master's Thesis in Political Science: International Relations, Security and Global Order OR Master's Thesis in Political Science: Global Environmental Governance, Sustainability and Climate Change |

Clean sweep test:

In principle, for a course that is no longer given in 2020-2021, there is one more opportunity to complete the course according to the material of 2019-2020 (the clean sweep test). The clean sweep tests are offered to students who followed the course in 2019-2020, but did not pass it:

- Theories and Approaches in International Relations;
- Theories and Approaches in Comparative European Politics;
- Workshop in Comparative Policy and Politics;
- Workshop in International Relations

Workshop in Global Environmental Governance.

Addendum to the 2020-2021 Teaching and Examination Regulations

Several articles for the 2020-2021 academic year will be temporarily suspended or amended as a result of the consequences of the measures to stop the spread of COVID-19. These amendments apply exclusively to the 2020-2021 academic year, which ends 31 August 2021. In this regard, reference is also made to the addendum to the Application and Registration Regulations for the 2020-2021 academic year.

Part B1 Programme-specific section

Article 7.2 Admission requirements

Supplementary to Article 7.2.1, students* are also admissible for the 2020-2021 academic year (start date September 2020) if they, at the latest by 31 August 2020

have not obtained a maximum of 18 EC of the Bachelor's programme that confers entitlement to admission, under the following conditions:

- the Bachelor's degree certificate must still be obtained before 1 September 2021 or before the Master's degree certificate is obtained, whichever comes first. If this condition is not met, the student will not be able to continue or complete the Master's programme.
- the Bachelor's thesis (or other final project) must be completed before the student starts working on their Master's thesis, or other final project.

have not obtained a maximum of 6 EC of the bridging or pre-Master's programme, under the following conditions:

- the bridging or pre-Master's programme must still be successfully completed before 1 September 2021 or before the Master's degree certificate is obtained, whichever comes first. If this condition is not met, the student will not be able to continue or complete the Master's programme.
- the final project of the bridging or pre-Master's programme must be completed before the student starts working on their Master's thesis (or other final project).

*The above supplements do not apply to non-EEA students who must complete a Bachelor's programme outside of the Netherlands.

Article 7.4 Bridging or pre-Master's programme

Supplementary to Article 7.4.1, students* are also admissible for the 2020-2021 academic year (start date September 2020) if they, at the latest by 31 August 2020 have not obtained a maximum of 18 EC of the designated HBO/university (WO) Bachelor's programme, under the following conditions:

- the HBO/WO Bachelor's diploma must still be obtained before 1 September 2021 or before the bridging or pre-Master's programme is completed, whichever comes first. If this condition is not met, the student will not be able to complete or continue the programme.
- the Bachelor's thesis (or other final project) must be completed before the student starts working on the final project for the pre-Master's programme.

*The above supplements do not apply to non-EEA students who must complete a Bachelor's programme outside of the Netherlands.

EXPLANATORY NOTES Addendum Master TER

Article 7.2 Admission requirements

Admission to the Master's programme until 1 September 2020 by means of the so-called 'exceptional admission provision' has been added to Article 7.2. This provision applies to Dutch and other EEA¹ students who are pursuing a Bachelor's programme or a bridging/pre-Master's programme in the 2019-2020 academic year.

The exceptional admission gives universities of applied sciences and research universities the flexibility to deviate from the requirement that a Bachelor's programme must be completed prior to participation in a Master's programme, in the way that is best suited to the specific features of the Master's programme. Students must complete their Bachelor's programme or pre-Master's programme at the latest by 31 August 2021. If the student does not fulfil this condition, the student will not be able to continue or complete the Master's programme.

In this last case, the results obtained will remain valid. As soon as the student has registered again for the Master's programme, they can submit a request to the Examination Board to qualify for an exemption from the subjects from the compulsory programme of study of the Master's programme which they have already passed.

Per Master's programme, it is laid down by decision of the Faculty Board under what conditions the student is admitted to the Master's programme if the student does not yet hold a Bachelor's degree or has not yet completed a bridging/pre-Master's programme or does not yet in other respects satisfy the admission requirements for the programme referred to in Article 7.2. These conditions are set out at programme level in the faculty decision in the addendum to the Academic and Examination Regulations. These will in any case indicate the minimum number of credits that must be obtained. If applicable, it will subsequently be specified whether the final project must be completed before the student starts working on the final project for the Master's programme (a frequently occurring condition at VU). Where applicable, additional substantive requirements are indicated, as regards knowledge and skills which the student must possess or educational units which the student must have completed before they can be admitted to the Master's programme.

The Faculty of Science and the Faculty of Behavioural and Movement Sciences allow direct progression from an HBO Bachelor's programme to a WO Master's programme in the case of several programmes. In Article 7.2, they are requested to indicate separately the minimum number of EC the student must have earned in order to qualify for exceptional admission.

Article 7.3 Selection requirements

The method used to assess whether the selection requirements have been satisfied can be modified here as required. This may be necessary if there is as yet no grade available for the Bachelor's thesis, for instance.

Article 7.4 Bridging or pre-Master's programme

See the explanatory notes to Article 7.2, subject to the proviso that the bridging/pre-Master's programme must be completed within one year and that the HBO/WO Bachelor's programme must be successfully completed before completing the bridging/pre-Master's programme.

If bridging/pre-Master's students do not complete the programme before September 2020 *nor* qualify for exceptional admission, they can, however, re-register for the 2020-2021 academic year. In that case, they will not owe the usual pre-Master's fee for 30 EC, but only for the number of EC still outstanding.

¹ EEA students are students who have an educational background from a country that belongs to the European Economic Area or Liechtenstein, Norway or Iceland. More information can be found at: <https://www.rijksoverheid.nl/onderwerpen/europese-unie/vraag-en-antwoord/welke-landen-horen-bij-de-europese-economische-ruimte-eeer>