

# **Academic and Examination Regulations (AER)**

## **Master's Programme Human Movement Sciences: Sport, Exercise and Health (Research)**

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Academic year 2013-2014

VU University Amsterdam

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## A. FACULTY SECTION

### 1. General provisions

#### Article 1.1 Scope of application

1. These regulations apply to the educational activities and examinations of the Master's degree programmes in Human Movement Sciences (hereinafter referred to on occasion as 'the degree programme') provided by the Faculty of Human Movement Sciences (hereinafter referred to on occasion as 'the faculty') of VU University Amsterdam.
2. These regulations consist of a faculty section (A) and a programme-specific section (B). Section A contains general provisions and applies to the educational activities and examinations of the Master's programmes of the Faculty of Human Movement Sciences. Section B contains programme-specific provisions. Together, Section A and Section B constitute the Academic and Examination Regulations of the programme, as referred to in Section B.
3. These regulations may be regarded as applying *mutatis mutandis* to the joint programmes and educational units, as referred to in Article 7.3c of the Netherlands' Higher Education and Research Act (WHW), which are provided by the faculty in collaboration with others.
4. These regulations apply to anyone who has registered for the degree programme, or who is involved in the running of the programme.
5. The programme-specific section of the Academic and Examination Regulations may contain additional general provisions that relate to the programme in question.
6. Any provision in the programme-specific section of the Academic and Examination Regulations, or any regulation or any decision by the Examination Board, an examiner or the Admissions Board which is in conflict with the law or with this faculty section of the OER shall be invalid.

#### Article 1.2 Definition of terms

These regulations use the following definitions:

- a. specialization: a coherent section of a programme that has its own clearly defined final qualifications
- b. credit: a credit within the European Credit Transfer System (ECTS), as stated in Article 7.4, paragraph 1 of the Netherlands' Higher Education and Research Act (WHW); one credit equals 28 hours of study for an average student.
- c. disability: a temporary or permanent condition which affects the student's ability to take a degree programme, to sit examinations or to complete practicals.
- d. language of instruction: the language of tuition in the degree programme
- e. programme-specific section: the part of the Academic and Examination Regulations relating only to the relevant programme
- f. practical: a practical educational exercise as defined in Article 7.13, paragraph 2d of the Act, for example in one of the following forms: student placement, fieldwork, excursion, test, experiment or participation in other educational activities with the aim of developing specific skills
- g. examination: an investigation into the knowledge, insight and/or skills of the student relating to a particular part of the degree programme
- h. constituent examination: see definition of 'examination', only applied to a separate part of the educational unit
- h. examiner: lecturer authorized by the Examination Board to assess an examination, constituent examination or practical
- i. Admissions Board: body that acts on behalf of the Executive Board or Faculty Board to assess

- j. working day: whether an applicant may be admitted to the programme  
Monday to Friday, except for public holidays or days designated as holidays by VU University Amsterdam
- k. the Act: the Netherlands' Higher Education and Research Act (WHW)
- l. regular Master's programme: Master's programme which does not apply its own selection procedure, in particular the follow-up Master's referred to in Article 7.30a of the Act
- m. selective Master's programme: a Master's programme which, in the programme-specific section of the AER, stipulates specific admission requirements regarding the nature and the level of the requisite knowledge, understanding and skills, and determines selection procedures, methods and criteria to this end (also stated in the AER).

The definition of all other terms used is in accordance with the definition used in the Act.

### Article 1.3 General aims of the degree programme

1. The Master's has 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:
  - a. educate students by giving them the knowledge, understanding and skills described each in the programme-specific section;
  - b. guide students in scientific practice;
  - c. prepare students for professional practice in the relevant field;
  - d. foster independent, academic thinking and practice as well as communication at an academic level in the language or languages of instruction;
  - e. foster the independent application of specialist academic knowledge in a wider philosophical and social context.
3. The degree programme focuses on the student's personal development and promotes his or her awareness of social responsibility and develops the students' language skills in the language or languages of instruction.

### Article 1.4 Structure of the academic year

1. In each degree programme, the academic year is divided into two semesters.
2. Each semester comprises three periods of eight, eight and four weeks respectively.

### Article 1.5 Language

1. The language of instruction is English and the examinations are administered in English, unless the programme-specific section determines otherwise based on the nature or the objectives of the programme of the educational unit. Notwithstanding the stipulations of the preceding sentence, literature and course material in another language may be prescribed and recommended.
2. If English is not the language of instruction, then the faculty will act in accordance with the Foreign Language Code of Conduct and Article 7.2 of the Act, and the programme-specific section will indicate the language of instruction for each educational unit or a part thereof. In any case, another language of instruction may be used:
  - in the case of a degree programme relating to the language in question;
  - in the case of a guest lecture by a lecturer whose mother tongue does not correspond to the language of instruction.
3. A student may ask the Examination Board for permission to sit one or more examinations in a language other than the language of instruction.

## 2. Educational requirements and admission requirements

### Article 2.1 Faculty Admissions Board

The Faculty Board, acting on behalf of the Executive Board, will establish an Admissions Board for Master's programmes and will appoint members to this board after consultation with the Programme Committee and the Examination Committee of the relevant programmes. This Admissions Board will consist of five members at most.

### Article 2.2 Educational background

1. Anyone who wishes to register for a Master's programme must hold a university Bachelor's degree.
2. The equivalence of a qualification other than that defined in paragraph 1 will be assessed by the programme's Admissions Board.
3. The programme-specific section determines whether the Master's programme is a follow-up programme as referred to in Article 7.30a of the Act, and if so, with regard to which Bachelor's programme or Bachelor's specialization at VU University Amsterdam.

### Article 2.3 General admission requirements; Premaster's programme

1. The admission requirements in the programme-specific section are formulated in terms of knowledge, understanding and skills in the field and are derived from the programme's final attainment levels.
2. The admission requirements referred to in paragraph 1 correspond with the final attainment levels of the Bachelor's programmes in the field concerned, taking into account the scope for optional components.
3. Areas in which the applicant fails to meet the admission requirements can be addressed to the satisfaction of the competent Examination Board if the applicant passes assessments in the relevant subjects.
4. Notwithstanding the provisions of Article 2.2 and paragraphs 1 and 2 of this article, the programme-specific section states whether, and if so, which Bachelor's programmes at universities of applied sciences provide access to the pre-Master's programme. The programme-specific section also sets the scope of the pre-Master's programme at 30 credits.
5. A candidate may only register for a Master's programme if he or she has a relevant letter of acceptance from the Admissions Board as referred to in Article 2.1.
6. The Admissions Board as referred to in Article 2.1 will not issue an individual with a letter of acceptance to the pre-Master's programme, unless it is reasonable to expect that he or she will be able to meet the admission requirements for the Master's programme within a reasonable amount of time.
7. On behalf of the university, the Admissions Board as referred to in Article 2.1 issues letters of acceptance to candidates who meet the requirements stated in the Academic and Examination Regulations and candidates whom the Board deems suitable after a subsequent investigation designed to assess their suitability. If applicable, such decisions will take into account the maximum number of students that the programme can accommodate.
8. A certificate stating that the candidate has successfully completed the pre-Master's programme, serves as a letter of acceptance to the stated Master's programme.
9. The letter of acceptance relates exclusively to the academic year following the academic year in which the application for the letter of acceptance was submitted, unless the Executive Board decides otherwise.

### Article 2.4 Additional admission requirements for Master's programmes with specific selection criteria

1. Notwithstanding the provisions of Articles 2.2 and 2.3, admission to a Master's programme with specific selection criteria can only take place after selection by the Admissions Board as referred to in Article 2.1.
2. The Board referred to in paragraph 1 will in all cases base its judgement on the following:
  - a. talent and motivation;
  - b. the ability to work and think at an academic level;
  - c. level of knowledge;
  - d. command of methods and techniques;
  - e. command of the language of instruction.
3. The programme-specific section contains additional specific admission and selection requirements.

#### Article 2.5 Admission requirements for Dutch language skills (premaster)

1. Successful completion of one of the following examinations is regarded as proof that the requirement stated in paragraph 2e of Article 2.3 relating to proficiency in the Dutch language has been met:

- the proficiency examination for Dutch as a Second Language (NT2 II);
- the Dutch Universities' Dutch Admission Test (ITN);
- CNaVT (Dutch as a Foreign Language Certificate), PAT and PTHO exams;
- foreign exams including Dutch and sanctioned by VU University Amsterdam.

2. Those taking a programme with a language of instruction other than Dutch will be exempted from the Dutch exam requirement.

#### Article 2.6 Admission requirements for English language skills

1. The student seeking admission to a Master's programme in which English is the language of instruction or one of the languages of instruction must prove that he or she is sufficiently proficient in English as referred to in paragraph 2e of Article 2.4, meeting or surpassing the score threshold in one of the relevant tests<sup>1</sup>:

- Academic IELTS test: 6.5
- TOEFL paper-based test: 580
- TOEFL computer-based test: 237
- TOEFL internet-based test: 92-93
- Cambridge Certificate in Advanced English (CAE): A, B&C
- Cambridge Certificate of Proficiency in English (CPE): A&B

2. The following will be deemed to have met the language requirement stated in paragraph 1:

- anyone who has passed all the distinct components of a test referred to in paragraph 1 no longer than two years before commencement of the programme;
- anyone who has met the requirements of the VU University Amsterdam English-language proficiency test, TOEFL ITP, meeting or surpassing the score threshold as stated in paragraph 1;
- anyone who has obtained a Bachelor's degree in an English-speaking country as specified on the relevant pages of VU University Amsterdam's website.
- anyone who has successfully passed the VU premaster assessment

3. If necessary for successful completion of the programme, the programme-specific section may specify a higher standard for admission to the programme or for participation in a particular educational unit than that specified in paragraph 1. This standard will be determined by the Faculty Board.

4. Candidates for whom the programme is a follow-up Master's as referred to in Article 7.30a of the Act, are exempt from the requirements of this article. The programme-specific section may determine that the students referred to in the preceding sentence must complete one of the language tests mentioned in this article during their studies and obtain the required score.

#### Article 2.7 Application

1. The application deadline for registration is stated in the Application and Registration Regulations.

2. It is possible to depart from the date referred to in paragraph 1 in the student's favour if the maximum number of places on the programme have not been filled, but no later than 31 August.

#### Article 2.8 Refusal or termination of registration

1. In certain cases, the Executive Board may refuse admission to the programme or terminate the student's registration on the recommendation of the Examination Board and the Faculty Board responsible for the programme in question and after careful consideration of the interests involved. These measures will be taken if the student's conduct or statements demonstrate his/her unsuitability to work in the relevant field or discipline, or to take part in the practical training component of this programme. This concerns conduct or statements that may be construed as a threat to others. In such a case, the Executive Board will issue a written decision and state the grounds for its decision. Registration or re-registration for the same programme or a related programme may also be denied on the same grounds.

2. If the board of another institution of higher education decides to refuse or to terminate an individual's registration on the grounds stated in paragraph 1, the Executive Board may decide to adopt that decision.

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<sup>1</sup>

See the Guideline for the Master's programmes.

Paragraphs 3 and 4 will apply mutatis mutandis.

3. Before the Executive Board takes a decision as referred to in paragraph 1, it will give the individual concerned the opportunity to be heard. At this hearing, the individual concerned has the right to be accompanied by counsel.
4. The individual will be informed immediately of the termination or refusal of registration.

### **3. Structure of the programme**

#### **Article 3.1 Structure of the programme**

1. The programme contains the educational units included in the programme-specific section of the Academic and Examination Regulations.
2. The size of the programme, expressed in credits, is defined in the programme-specific section.
3. An educational unit comprises 3 credits or a multiple thereof. In the programme-specific section each educational unit is given a number to indicate its level: specialized (400), scientifically oriented (500) and highly specialized (600).
4. The programme consists of a compulsory section and an individual Master's thesis or an academic student placement and, if applicable, an optional subject-specific section, as specified in the programme-specific section.
5. Prior permission from the Examination Board is required if the student opts for an educational unit other than the those listed in the programme-specific section as his or her optional component.
6. If registration is required to obtain a place on a unit, it may only take place in the designated periods.

#### **Article 3.2 Description of educational unit in Master's programme**

Each educational unit is described in the programme's study guide.

#### **Article 3.3 Free programme**

Instead of taking the standard programme, a student may ask the relevant Examination Board for permission to take a programme which he or she has composed from educational units taught at VU University Amsterdam or at another institution of higher education. This 'free programme' must satisfy the requirements of a Master's degree programme and lead to a final degree assessment. This programme must equal or surpass the scope, range and depth of a standard Master's programme and it requires prior permission from the Examination Board. A free programme does not give the student the legal status required by the legal profession or judiciary.

### **4. Exemption, examinations and final degree assessment**

#### **Article 4.1 Exemptions**

1. After consulting the examiner of the relevant educational unit, the Examination Board may grant an exemption from an examination or practical based on the following:
  - a. A successfully completed examination or practical in higher education in the Netherlands or elsewhere, which in terms of content, level and study load is at least equivalent to the requirements of the component from which exemption is sought, or
  - b. Knowledge, understanding and skills acquired outside of higher education, which in terms of content, level and study load are at least equivalent to the requirements of the component from which exemption is sought.
2. If a student wishes to meet the requirements of a specific examination by studying at a different faculty or university, prior approval from the Examination Board is required.
3. No exemptions can be granted for a thesis or final assignment.

#### **Article 4.2 Examination procedures**

1. The Examination Board appoints the examiners.
2. The manner and form in which an educational unit is brought to a close are defined in the programme-specific part of the Academic and Examination regulations.
3. On the basis of a well-argued request by the student or the examiner, the Examination Board may



decide that it is permissible to deviate from the manner and form referred to in paragraph 1.

#### Article 4.3 Examinations and resits

1. An educational unit may consist of a number of components. Components may be completed with a constituent examination. In that case, the final grade for the educational unit is determined on the basis of the predetermined weight of the constituent examinations.
2. Prior to the start of the semester, a timetable is issued detailing when written examinations and constituent examinations may be taken. This timetable covers all educational units taught in that semester and is published no later than the beginning of the semester.
3. The Examination Board may determine whether compensation between educational units is possible. Any such compensation is stated in the programme-specific section.
4. If an educational unit is no longer taught, then there will be at least one opportunity to sit the examination in the academic year following the end of that unit, and in the subsequent period transitional arrangements will be incorporated into the programme-specific section.
5. The programme-specific section may stipulate that students are not permitted to sit an examination or constituent examination until they have passed another examination or constituent examination.
6. In exceptional circumstances, the Examination Board may decide to deviate from the sequence referred to in paragraph 5.

#### Article 4.4 Oral examinations

1. Oral examinations will involve no more than one candidate at a time, unless the programme-specific section for the relevant educational unit states otherwise.
2. Oral examinations will be public unless decided otherwise by the Examination Board or the examiner in exceptional cases. Students may submit a corroborated objection against the examination being held in public to the Examination Board. The Examination Board will weigh the student's interest against the interests of holding a public examination.
3. Unless otherwise specified by the Examination Board, a second examiner will be present during an oral examination.

#### Article 4.5 Assessment

1. Examinations are assessed on the basis of written assessment criteria that are published in advance. Subject to the approval of the Examination Board, the examiners may revise the assessment standards applied based on the work submitted.
2. Students are deemed to have passed the examination if they meet the prescribed standards as determined by the examiner.
3. Assessment will take place in such a way that the students can see how their examination results were established.
4. If an examination consists of several constituent examinations, the final grade is determined after all constituent exams have been taken.
5. The assessment of a student placement or an external research assignment will be issued by the examiners after consultation with the relevant supervisor at the company or research institute where the student has completed the placement or assignment. When assessing a student placement, the opinion of the organization where the placement took place serves as a recommendation to the examiner.

#### Article 4.6 Determining and publishing study results

1. The examiner will determine the results of a written examination as soon as possible, but at the latest within fifteen working days of the date of the examination. Notwithstanding the provisions of the first sentence, the assessment period for theses and final assignments is determined after consultation between the assessors and the student, but may not exceed twenty working days. The examiner provides the programme secretariat with the necessary information and the programme secretariat then registers the assessment immediately. The programme secretariat also ensures that the student is promptly notified of the assessment, taking into account the applicable standards of confidentiality.
2. If, as a result of exceptional circumstances, the examiner is likely to exceed the deadline stated in paragraph 1, he or she must inform the Examination Board, stating reasons. The Examination Board will then take action and make any measures known to the students who have taken the examination.
3. The examiner will determine the result of an oral examination immediately after the examination in

question and will give the student a written explanation of this decision. The third sentence of paragraph 1 applies.

4. With regard to examinations that are neither written nor oral, the Examination Board will decide in advance how the student will be informed of the results and how long that will take.

5. When notified of the result for an examination, the student will also be informed of the right of inspection and reflective discussion as referred to in Articles 4.8 and 4.9, as well as the option of appealing to the Examination Appeals Board.

#### Article 4.7 Period of validity for results

1. The validity of examination results and exemptions from examinations is unlimited, unless otherwise stated in the programme-specific section.

2. The validity of the results of a constituent examination is limited to the academic year in which it took place, unless the programme-specific section for the relevant educational unit states otherwise.

3. The Examination Board may extend the limited validity of an examination or exemption if a student submits a request stating reasons to this effect. The Examination Board may decide to extend the validity only after the student making the request has passed an additional examination in the relevant subject matter.

#### Article 4.8 Right to inspection

1. For a period of at least twenty working days following publication of the results of a written examination, the student will be given the opportunity to inspect his or her assessed work on request, including the questions and assignments set, the model answers and the standards used for assessment.

2. The Examination Board may decide that the inspection referred to in paragraph 1 will take place at a particular place and at a particular time. The place and time referred to in the previous sentence will be announced at the examination and on the Faculty's website (VU.net).

3. If the student can demonstrate that he or she was unable to attend at the place and time referred to in paragraph 2 through no fault of his or her own, he or she will be granted another opportunity to do so.

4. If a student intends to appeal against the way in which his or her work has been assessed, he or she may be issued with a copy of the assessed work.

#### Article 4.9 Reflective discussion

1. As soon as possible after the results of an examination have been announced, a reflective discussion will be held between the examiner and the student at the request of the student or on the initiative of the examiner. In this discussion, the examiner will provide a justification for the assessment given.

2. For a period of twenty days after the publication of the results of a written examination, the student may request a reflective discussion with the relevant examiner. The reflective discussion will take place within a reasonable period at a time and location determined by the examiner.

3. If a reflective discussion is organized collectively (i.e. with a group of students), an individual discussion will take place only if the student was present at the collective discussion or if the student was unable to attend the collective discussion through no fault of his or her own.

#### Article 4.10 Resits

1. There are two opportunities to take examinations in the degree programme in each academic year:  
a. the first time immediately following the teaching period in which the educational unit is offered  
b. the second time during the resit period.

The Examination Board may depart from this provision for the benefit of students who have submitted a request to this effect, stating reasons.

2. Paragraph 1 does not apply to a second opportunity if a student has received an unsatisfactory grade for a student placement or a thesis. The opportunities for resits are stated in the relevant student placement guidelines or graduation regulations.

3. If the student has achieved a pass, then a resit is not possible unless the programme-specific section for the relevant educational unit states otherwise.

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 current academic year, may submit a reasoned request to the Examination Board asking for the opportunity to take this examination at an earlier date and, if necessary, by alternate means.

#### Article 4.11 Final Master's degree assessment and declaration

1. If the examinations for the educational units relating to the degree programme have been completed successfully, taking exemptions into account, then the requirements of the degree programme have been met, unless the programme-specific section determines otherwise.
2. As proof that the student has met all of the degree requirements, the Examination Board awards a degree certificate in accordance with the procedure prescribed by law. The model for the degree certificate is determined by the Executive Board. The Examination Board will append a diploma supplement to the degree certificate outlining the nature and content of the degree programme. The diploma supplement is drawn up in English and meets the requirements of the European format.
3. Those who have passed more than one examination but who are not entitled to a certificate as referred to in paragraph 2 may, on request, receive a statement issued by the relevant Examination Board which at the very least states the examinations passed, and is accompanied by a specification as to which educational units are concerned, the number of credits thus obtained and when the examination results were achieved.

### 5. Study guidance

#### Article 5.1 Records of study progress

The Faculty Board is responsible for the proper registration of students' degree programme results in VUnet. Once an examination that counts towards the final degree has been assessed, the student may inspect the results of that examination on VUnet, where the student will also find a summary of the results achieved.

#### Article 5.2 Study guidance

1. The Faculty Board is responsible for student guidance and for monitoring the study progress of students registered for a programme that is taught under the responsibility of the faculty, and it also draws up regulations to this end.
2. The forms of student guidance are listed in the programme-specific section.

#### Article 5.3 Adaptations for students with disabilities

1. Students with a disability may qualify for special adaptations to the teaching provided, examinations and practicals, based on a written request submitted for that purpose to the study advisor. These adaptations will be tailored as far as possible to the individual disability of the student, but are not permitted to affect the quality or level of difficulty of a subject or examination.
2. The request referred to in paragraph 1 must be accompanied by a recommendation from a student counsellor. This recommendation should be no more than twelve weeks old and partly based on a recent statement from a doctor or psychologist. In the case of dyslexia, no recommendation from a student counsellor is required and a recent statement from a BIG, NIP or NVO accredited testing centre will suffice. Where possible, the statement referred to in this paragraph should include an estimation of the extent to which study progress will be hindered.
3. With regard to requests for adaptations to the educational programme and logistical arrangements, decisions will be made by the Faculty Board or the Director of Education acting on the Board's behalf. The Examination Board will decide on any requests for adaptations relating to the process of examination.
4. If a positive decision is made in response to a request as referred to in paragraph 1, the student will make an appointment with the study advisor to discuss how the necessary adaptations can be facilitated.
5. A request for adaptation may be declined if granting it would constitute a disproportionately large drain on the organizational resources of the faculty or university.
6. If the student's disability constitutes grounds for an extension of examination time, the Examination Board will issue a statement detailing the entitlement to an extension. If a student's disability constitutes grounds for other additional facilities, the study advisor can assign a VIB (*Voorzieningen*

*Inzake Beperkingen*) pass, which clearly shows which facilities the holder is entitled to.

7. The validity of the declaration and pass referred to in paragraph 6 may not exceed one year. This period of validity may be extended at the recommendation of a student counsellor.

## B PROGRAMME-SPECIFIC SECTION

### Programme Human Movement Sciences: Sport, Exercise and Health (Research)

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#### Article 1 Programme information

1. The programme Human Movement Sciences: Sport, Exercise and Health (Research) CROHO number 60812 is available in full-time form, and taught in English.
  - a. The full-time programme has an official duration of two years.
2. The successful completion of all of the requirements of the programme leads to the degree of Master of Science.
3. An educational unit comprises 3 credits or a multiple thereof.

#### Article 2 Programme objective and final qualifications

1. The objective of the programme is that, after successful completion, the student:
  - a. has independent, academic thought processes and performance;
  - b. has an independent work attitude;
  - c. is able to tackle multidisciplinary and interdisciplinary questions in human movement sciences and in the clinic
  - d. is able to conduct translational research, translating fundamental insights into clinical applications and/or clinical experiences into fundamental insights;
  - e. is able to work in a research institute;
  - f. is able to successfully complete a PhD programme.
2. The degree programme 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 in the English language;
  - c. applying specialist academic knowledge in a wider and/or philosophical and societal context.
3. The degree programme focuses attention on the student's personal development, promotes his or her awareness of social responsibility and develops students' skills of expression in the English language.
4. The final qualifications for the programme are described in appendix I.

### Article 3 Additional general provisions

1. The programme is a follow-up programme, as referred to in Article 7.30a of the Act, to the following Bachelor's programme:
  - Bewegingswetenschappen

### Article 4 General admission requirements

The following general admission requirements apply to programme admissions, as derived from the final attainment levels of the Master's programme :

- knowledge of the anatomical nomenclature, knowledge and understanding of the conceptual aspects of the structure and function of muscles, knowledge and understanding of form and function of joints;
- knowledge and understanding of the cardiovascular and respiratory system and the human energy systems and basic knowledge of, and skills in, the measurement of energy expenditure;
- knowledge and understanding of muscle physiology: understanding of the anatomy of skeletal muscle, cross-bridge kinetics, excitation contraction coupling, the basic metabolic changes during exercise (changes in ATP and PCr, glycolysis, oxidative phosphorylation, pH), sarcomere function, twitch, tetanus, length-force, force- and power-velocity, and stimulation frequency-force relations, the size principle of motor unit recruitment, rate coding, fibre type related differences in contractile properties, EMG, electrical stimulation;
- basic knowledge and understanding of human psychology (principles on learning, perception, memory and emotion);
- basic knowledge and understanding of the neurophysiology of brain processes and neuromuscular control concerning membrane potential, ion channels, ion pumps, between neuron communication, spinal cord circuits and motor units, function of different brain structures, movement control;
- knowledge and understanding of mathematics (differential, integral and vector calculus, matrix calculations);
- basic knowledge and understanding of biomechanics (translation, rotation, free body diagrams, kinetic energy, work done by forces and moments, power).
- basic understanding of, and skills in, statistics (correlation, regression analysis, Student t tests, ANOVA);
- understanding of, and skills in, processing digital signals in MATLAB;
- knowledge and understanding of, and skills in, common measurement and data processing techniques in human movement sciences (direct and indirect measurement techniques of movement analysis, measuring velocity, acceleration and kinematics, measuring force from force plates and other force transducers, measuring and analysing electromyography).

### Article 5 Selection procedure and method

The following selection procedure and method apply to programme admissions:

1. Admission is limited to a maximum of 30 students per annum.
2. Eligible are students with a Bachelor's degree or an equivalent degree from a relevant field of study, such as movement sciences, medicine, dentistry, health sciences, medical biology, or biomedical technology, who meet the following additional criteria:
  - a. Evidence that the admission criteria, as formulated in article 4, are met.
  - b. Demonstrable interest in and ability to perform research. This requirement will be operationalized as a GPA of 7.5 or more for the Bachelor's, and an 8 or higher for the research project of the Bachelor's.
  - c. Proficiency in English language should meet the minimal criteria as formulated in Article 5.
3. Applicants who meet the above quantitative criteria will be invited for a selection interview with the Faculty's board of admission for the Research Master programme. Independent of the quantitative criteria the Admission Board can also admit a student based upon qualitative criteria. During the selection interview the board will assess the candidate's motivation for participation in the Research Master and evaluate the match between the contents and level of previous education, including previously obtained study results, and the requirements for the Research Master. The results of the interview will play a role in the final selection of candidates.

4. If more than 30 candidates are found suitable, then the following additional selection criteria will be applied:

- GPA BSc grade;
- mark(s) for previously completed research project(s);
- type of degree;
- cultural background and nationality;
- the results of the interview with the board of admission.

At least 5 places will be reserved for students with a different background than Human Movement Sciences who meet the criteria, mentioned under 2 and 3, and at least 5 places will be reserved for foreign students or students with a non-western immigrant background. When less than 5 foreign students or students with a non-western immigrant background or less than 5 students with a different background than Human Movement Sciences apply for the Research Master, these places are available for other students.

5. Depending on their prior education, admitted students will be selected for either the Human Movement Sciences / Engineering track or the (Para)medical track as defined in appendix Curriculum. The Human Movement Sciences / Engineering track is meant for students with a Human Movement Science / Engineering background, the (Para)medical track for students with a background in Medicine or Dentistry.
6. In case a student does meet the requirements and is admitted but lacks certain skills that are deemed essential for successful completion of the programme, the student may need to participate in a premaster programme.
7. At the end of the first year of the Research Master, all students are subjected to a “go or no-go” decision. The Examination Board formally makes this decision. The requirement for a “go” is that the student has successfully completed at least 2/3 of the programme agreed upon for the first year, unless decided otherwise by the Examination Board. The completed part must be in agreement with the rules for that selection of the programme.

#### Article 6 Premaster's programme

1. Applicants who have a (non-)university Bachelor's degree in a field that sufficiently corresponds to the field of the Master's programme may request admission to the pre-Master's programme.
2. The pre-Master's programme is worth 36<sup>2</sup> credits and consists of the following educational units:
  - a. Wiskunde
  - b. Spierfysiologie
  - c. Verwerken van digitale signalen
  - d. Biomechanica
  - e. Meten van Fysische Grootheden
  - f. Statistiek
3. Successful completion of the premaster's programme is a prerequisite for admission to the Research Master's programme. Furthermore, all criteria mentioned in article 5 apply.

#### Article 7 Programme composition

1. The curriculum consists of the programme components stated below.

#### Track for students of Human Movement Sciences or Engineering

<b>Obligatory</b>		
<i>Name</i>	<i>EC</i>	<i>Level</i>
History and Theory of Movement Sciences	3	500
Molecular Biology	3	400
Exercise Immunology	6	400
Treating Locomotor Disease	6	500

<sup>2</sup> The maximum number of credits in a pre-master's programme is 30 EC. If a student has to follow the complete premaster's programme of 36 EC to be admitted to the research master's programme, 6 EC have to be paid for separately. The additional costs will be E900,- (E150,- per credit).

Tissue Engineering and Mechanobiology	3	400
Neurosciences	6	400
Statistics for Experimental Research	3	400
Advanced methodology	3	400
Research Internship or Minor and Major Internships	60 24 / 36	600
<b>Optional (see table A)</b>	27	
<b>Total:</b>	<b>120</b>	

**Track for (para)medical students**

<b>Obligatory</b>		
<i>Name</i>	<i>EC</i>	<i>Level</i>
History and Theory of Movement Sciences	3	500
Digital Signal Processing	6	200
Biomechanics	6	100
Coordination Dynamics	3	400
Tissue Engineering and Mechanobiology	3	400
Molecular Biology	3	400
Exercise Immunology	6	400
Neurosciences	6	400
Statistics for Experimental Research	3	400
Advanced methodology	3	400
Research Internship or Minor and Major Internships	60 24 / 36	600
<b>Optional (see table A)</b>	18	
<b>Total:</b>	<b>120</b>	

A. Study components pertaining to the Research Master's Programme Human Movement Sciences:

<i>Optional</i>		
<i>Name</i>	<i>EC</i>	<i>Level</i>
3-D Kinematics	3	500
Clinical Exercise Physiology	3	400
Coordination Dynamics: Principles and Clinical Applications	3	400
Electromyography	3	400
Energy Flow Models	3	500
Fatigue, Aging and Disuse	3	400
Intermuscular load sharing	3	500
Introduction into the Clinic	6	300
Maximal Neuromuscular Performance	3	400
Mechanical and adaptive Myology	3	500
Perception for Action	3	500
Psychological Factors in Sport	3	400



Sport biomechanics	3	500
Time Series Analysis	6	500
Advanced statistics (FALW)*	6	500
Writing research grant proposal (FALW)	6	600
Short Literature Review	6	600
Entrepreneurship	6	500

\* course should be followed during the second year

2. Approval by the Examination Board is required beforehand for all free choice components (maximally 9 EC) except those listed in table A. By means of an assessment form the student should file a request for approval of components other than those listed above, at least 2 months before the student wishes to enter the final examination. The Examination Board makes a final decision on the request. In the case of a request being filed at a later date, the Examination Board can decide that the exam should be taken at a later date.

#### Article 8 The sequence of examinations

*Not applicable.*

#### Article 9 Final Master's degree assessment and declaration

1. Notwithstanding the stipulations in Article 4.11 of Section A, the Examination Board initiates an investigation into the knowledge, understanding and skills of the degree candidate.
  - a. Students who have successfully met the requirements of the degree programme and all other legal requirements will have the title of 'Master' conferred upon them by the Executive Board. The predicate 'Science' will be added to this title, which can then be abbreviated to MSc. Details of the degree awarded will be recorded on the degree certificate in question. The Examination Board will issue the student with the degree certificate and the degree supplement as referred to in Article 7.11 of the Act, once the Executive Board has declared that all of the relevant procedural requirements have been met. The student may ask the Examination Board not to proceed with issuing the certificate, unless he or she has already submitted a request for the certificate to be issued.

#### *Transitional and final provisions*

#### Article 10 Amendment and periodic review

1. An amendment to the Academic and Examination Regulations will be adopted by the Faculty Board on the recommendation of the relevant Programme Committee. A copy of this recommendation will be sent to the faculty's Joint Meeting.
2. An amendment to the Academic and Examination Regulations requires the endorsement of the faculty's Joint Meeting for those sections which do not relate to the subjects of Article 7.13 paragraphs 2 a to g, and paragraph 3 of the Act.
3. An amendment to the Academic and Examination Regulations may only relate to an academic year already in progress if the interests of the students are not demonstrably harmed.
4. If changes are made to the form, structure, content or composition of a programme, then the programme-specific section will contain transitional arrangements in cases where registered students cannot reasonably be required to alter their study schedules. In any case, these transitional arrangements will include a regulation relating to exemptions that may be awarded on the basis of examinations already passed and will state the duration of the transitional arrangements.
5. In cases where no consensus can be reached on the competent body to implement the Academic and Examination Regulations, the Executive Board will appoint such a body.
6. The Faculty Board is responsible for carrying out a regular review of the Academic and Examination Regulations. In the process, it will give due consideration to the recommendations of the relevant programme committees. Other bodies may also be asked to provide recommendations.

[Article 11 Transitional provisions](#)

1. If a subject in the compulsory degree programme is discontinued, a further two opportunities will be offered after the final class to sit the examination in the subject.

[Article 12 Hardship clause](#)

In cases where the Academic and Examination Regulations do not provide and where there is disproportionate disadvantage or significant unfairness, the relevant Programme Board will decide, having consulted the Examination Board, taking into account the scope of the Academic and Examination Regulations and the due exercise of administrative diligence, reasonableness and fairness.

[Article 13 Publication](#)

1. The Faculty Board will ensure that these regulations are published in an appropriate manner. This also applies to the Rules and Guidelines drawn up by the Examination Board, and to any amendments to these documents.
2. The Academic and Examination Regulations will be posted on the faculty's website and shall be included in the study guide.

[Article 14 Entry into force](#)

These regulations take effect on September 1<sup>st</sup> 2013.

Programme Committee Recommendation, dated March 7<sup>th</sup>, 2013

Endorsement by Joint Meeting, dated June 4<sup>th</sup> 2013

Adopted by the Board of the Faculty of Human Movement Sciences on July 1<sup>st</sup> 2013

## Appendix I Final Qualifications

Dublin descriptor: <i>Knowledge and understanding</i>	
Qualifications	End terms
have demonstrated knowledge and understanding that is founded upon and extends and/or enhances that typically associated with Bachelor's level, and that provides a basis or opportunity for originality in developing and/or applying ideas, often within a research context	<ol style="list-style-type: none"> <li>1. Knowledge of and insight into current research questions with regard to biological, biomechanical, (neuro) physiological and psychological aspects of healthy and pathological human movement, including their historical background</li> <li>2. The ability to formulate plans, including set-ups, methods, procedures and analyses, for tackling fundamental and clinical research questions</li> <li>3. The ability to perform complex analyses of kinetic, kinematic and physiological data derived from human movement</li> <li>4. The ability to apply and to write or customize computer programmes to collect, order and analyze human movement data</li> <li>5. Knowledge of advanced research techniques and methods used in the study of human movement</li> </ol>
Dublin descriptor: <i>Applying knowledge and understanding</i>	
can apply their knowledge and understanding, and problem solving abilities in new or unfamiliar environments within broader (or multidisciplinary) contexts related to their field of study; have the ability to integrate knowledge and handle complexity	<ol style="list-style-type: none"> <li>6. The ability to integrate knowledge from different disciplines (e.g., biology, biomechanics, functional morphology, physiology, neuroscience and psychology) relevant for fundamental and clinical human movement sciences</li> <li>7. The ability to apply knowledge from fundamental and clinical human movement sciences to frame and answer research questions relevant to this field of study</li> <li>8. The ability to design and conduct experimental research in the field of fundamental and clinical human movement sciences</li> </ol>
Dublin descriptor: <i>Making judgements</i>	
can formulate judgements with incomplete or limited information, but that include reflecting on social and ethical responsibilities linked to the application of their knowledge and judgements	<ol style="list-style-type: none"> <li>9. The ability to evaluate the methods used and the results obtained in studies on human movement</li> <li>10. Insight into the scientific relevance and societal value of research achievements in the field of study</li> <li>11. The ability to reflect on social and ethical issues pertaining to the dissemination</li> </ol>
Dublin descriptor: <i>Communication</i>	
can communicate their conclusions, and the	12. The ability to comprehensively and appealingly present results and interpretations thereof to a

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<p>knowledge and rationale underpinning these, to specialist and non-specialist audiences clearly and unambiguously</p>	<p>specialist and non-specialist audience.</p> <p>13. The ability to write a scientific report in the form of a scientific (peer-reviewed) paper</p> <p>14. The ability to contribute to scientific discussions about research plans and results</p> <p>15. The ability to communicate with experts from different disciplines and to form links between disciplines</p> <p>16. The ability to work in an interdisciplinary and intercultural research environment</p>
<p>Dublin descriptor: <i>Learning skills</i></p>	
<p>have the learning skills to allow them to continue to study in a manner that may be largely self-directed or autonomous</p>	<p>17. The ability to reflect on one's own learning skills and abilities</p> <p>18. The ability to evaluate one's functioning, and to formulate final aims</p> <p>19. Working experience in a research environment and awareness of one's own scientific weaknesses and strengths</p> <p>20. Working experience in a clinical environment and awareness of one's own weaknesses and strengths</p> <p>21. The ability to autonomously collect scientific information and to analyze and evaluate this information critically</p> <p>22. The ability to acquire new skills and knowledge</p>

## Appendix II Registration and post-registration for courses and exams

### Article 1: Registration procedure

1. Students are required to register for subjects and examinations on VUnet by fixed deadlines. Results can only be processed for students who are registered for courses and examinations. These deadlines correspond with the structure of the academic year and are published annually on VUnet.
2. Students use VUnet to register for courses and examinations in the programmes on which they are enrolled. A separate procedure applies for students who wish to take courses outside of their programme(s). Information on this procedure is provided on VUnet, [www.vu.nl](http://www.vu.nl) and/or faculty websites. The registration procedure for modules such as student placements, the thesis or practicals may differ. If this is the case, the relevant information can be found on the faculty websites.
3. Students who have registered for courses or examinations and who have decided not to proceed are required to cancel their registration. Students can cancel their registration on VUnet during the set registration periods.

### Article 2: Late registration procedure

1. Registering for courses and examinations after the deadline is only possible with the permission of the Faculty Board, and after paying the administration charge of €25 for each course or exam. If a student registers for several courses or exams at the same time after the deadline, the maximum charge is €50. In order to obtain the permission of the Faculty Board and complete late registration, the student should contact the programme secretariat prior to the start of the educational activity in question. Provided that the Faculty Board agrees, late registration is possible up to the end of the first week of the teaching period in which the subject starts.  
If participation in the first session is required for a particular subject, then it will not be possible to register once the course has started. If this is the case, it will be indicated for the relevant subject in the study guide.
2. Students cannot register late for an examination in the period after the expiry of the deadline and before the examination takes place. If the student is allowed to participate in the examination without registering, then he or she may pay a fee to register retroactively after sitting the examination.
3. The Faculty Board's permission for late registration takes the form of the lifting of the registration restriction in VUnet.
4. If registration during the designated period fails due to a technical failure involving VUnet or a defect that is attributable to VU University Amsterdam, then the student should contact the programme secretariat with a request to register. In that case, the student will not have to pay an administration fee.
5. A student who registers after the deadline may submit a written request to the Faculty Board within three weeks of the date on which he or she registered, asking for a refund of the administration fee, provided that he or she can produce sufficient evidence to prove that the cause of the late registration was outside of his or her control. The refund request does not negate the student's initial obligation to pay the fee.
6. A student who believes that he or she has paid the administration fee without due cause can obtain a fee refund form from the programme secretariat. The form is not required for requesting a fee refund, however.
7. The Faculty Board will assess the student's refund request within six weeks. The Faculty Board will offer the student the opportunity to be heard. The student is not required to make use of this offer.

8. The student may ask the Executive Board to evaluate the Faculty Board's decision regarding the refund request. The Executive Board will offer the student the opportunity to be heard. The student is not required to make use of this offer.

## Appendix III Research Internship

The second year of the Research Master's programme includes an internship comprising a total of 60 EC. Alternatively, students can opt for the combination of a minor and a major Internship of 24 and 36 EC, respectively.

The Internships should abide to the following rules:

- Students must have completed 2/3 of the first year of the Research Master programme before they can start with their Research Internship.
- Research Master Internships must be carried out in a research laboratory, which is recognized by the Examination Board.
- The Internship has to be approved by the Research Master programme coordinator.
- When part of the internship is carried out in a laboratory outside MOVE, it is obligatory to appoint a supervisor from MOVE. This supervisor has the final responsibility of the internship.
- Within two months after starting the internship, a research proposal must be approved by the supervisor.
- The Internship thesis consists of a research report, or a scientific paper extended with appendices containing extensive descriptions of methods and results.
- Research Internships are carried out individually. It is allowed to collect data with another Research Master student, but the writing of the research proposal, the processing of the data and the writing of the paper is conducted by each student individually.
- Where students opt for a minor and a major Internship, the thesis will relate to the major Internship.
- In preparation of their Research Internship, students have to attend the Research Master seminars and give at least two presentations at separate seminars. Attendance of the Research Master seminars is obligatory.
- If a student fails to attend the seminars without a valid reason, an additional assignment will be given by the coordinator of the seminars.

Internships should contain the following elements:

- Theoretical or experimental contribution on the research field in question
- Written report in English
- Oral report in English

The final mark awarded for the work placements, as judged by a MOVE Researcher after consulting a possible external supervisor, is based on the quality of the practical work, the report and the oral report.