

Teaching and Examination Regulations

Faculty of Social Sciences and Humanities

School of Humanities

**Master's programme Classics and Ancient Civilizations
(Research)**

Academic year 2026-2027

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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.	Advice OLC, approval FGV (9.38 sub b)
2. These Regulations enter into force on 1 September 2026.	Advice OLC, approval FGV (9.38 sub b)
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.	Advice OLC, approval FGV (9.38 sub b)
1. In certain cases, students may appeal against decisions made on the basis of the Teaching and Examination Regulations, for example decisions made by an examiner, examination board, BSA committee, or admission committee. Whether an appeal can be considered depends on the type of the decision and by whom the decision was made. More information about legal protection can be found in the Student Charter and on the website Complaints, appeals, and objections - Vrije Universiteit Amsterdam.	Ordinance CvB, see Appendix III

Article 1.2 Definitions

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

- a. academic year: the period beginning on 1 September and ending on 31 August of the following calendar year;
- b. EC (European Credit): a course credit with a workload of 28 hours of study;
- c. examination: an assessment of the student's knowledge, understanding and skills relating to a unit of education. The assessment is expressed in terms of a final mark. An examination may consist of one or more partial examinations. A resit always covers the same material as the original examination. An examination can be completed in writing, orally or in another way;
- d. final examination: a Master's examination;
- e. internship: period spent working in professional practice as part of a study programme;
- f.1 joint degree: a degree awarded by an institution together with one or more institutions in the Netherlands or abroad, after the student has completed a study programme (a degree programme, a specialisation or a specific curriculum within a degree programme) for which the collaborating institutions are jointly responsible;
- f.2 double degree: partnership between a program of a Dutch educational institution with a foreign educational institution, whereby students complete all or part of both study programmes and obtain two diplomas on the basis of agreements regarding the mutual recognition of the programme (replacement courses);
- g. period: a part of a semester;
- h. practical exercise: participation in a practical training activity or other educational learning activity, aimed at acquiring certain (academic) skills. Examples of practical exercises are:
 - researching and writing a thesis or dissertation
 - carrying out a research assignment
 - taking part in fieldwork or an excursion
 - taking part in another educational learning activity aimed at acquiring specific skills, or
 - participating in and completing a work placement;

i. programme:	the totality and cohesion of the units of education, teaching activities/methods, contact hours, testing and examination methods and recommended literature;
j. SAP/SLM:	the student information system (<i>Student Lifecycle Management</i>);
k. semester:	the first (September - January) or second half (February - August) of an academic year;
l. specialisation:	optional route of study within a degree programme indicating a deepening of the context of the programme (e.g. interdisciplinary or multidisciplinary);
m. student statute:	sets out the rights and responsibilities of students on the one hand, and of Vrije Universiteit Amsterdam on the other hand, including those derived from the law and those derived from university regulations. The Executive Board (CvB) officially confirms the student statute once its completeness has been approved by the University Student Council (USC);
n. student:	the person enrolled, requesting enrolment or who has been enrolled in a course or program at the Vrije Universiteit;
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 online at https://www.vu.nl/studiegids ;
p. study monitor:	dashboard for students and academic advisers containing data pertaining to the student, including the student's study progress;
q. subject:	see u. 'unit of education';
r. thesis:	a unit comprising research into the literature and/or a contribution to scientific research, always resulting in a written report;
s. track:	a study pathway within a programme, of which the workload and the qualities in terms of knowledge, insight and skills that the student must have acquired by the end of the program are equal to those of the programme
t. unit of education:	a unit of study of the programme within the meaning of the WHW;
u. university:	Vrije Universiteit Amsterdam;
v. WHW:	the Dutch Higher Education and Research Act (Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek (WHW)).
w. workload:	the workload of the unit of education to which an 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 units of education

1. The study programme will be offered in a year divided into two semesters.	Ordinance CvB, see Appendix III
2. Every semester consists of three consecutive periods. The first two periods each consist of eight weeks, and the final period consists of four weeks.	Ordinance CvB, see Appendix III
3. A unit of education comprises 6 EC or a multiple thereof.	Ordinance CvB, see Appendix III
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 education comprises 3 EC or a multiple thereof.	Ordinance CvB, see Appendix III

3. Assessment and examination

Article 3.1 Signing up for education and examinations

1. Every student must sign up to participate in the units of education of the programme, the examinations and resits. The procedure for signing up is described in the Regulations for registering for courses and examinations.	Ordinance CvB, see Appendix III
2. Signing up may only take place in the designated periods.	Ordinance CvB, see Appendix III

Article 3.2 Type of examination

1. At the examiner's request, the Examination Board may permit a different form of examination than is stipulated in the study guide.	Advice OLC, approval FGV (7.13 l)
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Article 3.3 Oral examinations

1. No more than one student will be examined orally at a time, unless specified otherwise in part B for the relevant unit of education.	Advice OLC; approval FGV (7.13 l and n)
2. A second examiner is present when an oral examination is being held, unless the Examination Board has determined otherwise. The oral examination takes place at a time and location to be determined by the examiner within the regular timetable, on campus or online. At the request of the student, and with the approval of the examiners, an audio recording can be made. Should the second examiner not be available unexpectedly, an audio recording of the oral exam is made. This audio recording is retained by the university for the retention period applicable for examinations.	Advice OLC; approval FGV (7.13 l and n)

Article 3.4 Determining and announcing results

1. The examiner determines the result of a written examination within ten working days. However, the marking deadline for final projects is no longer than twenty working days after submission. 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.	Ordinance CvB, see Appendix III
2. The examiner determines the result (i.e. mark) of an oral examination as soon as possible, but at the latest within two working days after the examination has finished and informs the student accordingly. The third clause of the first paragraph applies.	Advice OLC; approval FGV (7.13 o)
3. In the case of assessments other than oral or written examinations, the Examination Board determines in advance how and by what deadline the student will be informed of the results.	Advice OLC; approval FGV (7.13 o)

Article 3.5 Examination opportunities

1. a. Per academic year, two opportunities to take examinations will be offered for each unit of education. b. By way of exception to a., the options for retaking practical exercises, work placements and final projects are detailed in the relevant course manual or regulations.	Ordinance CvB, see Appendix III
2. The most recent mark will apply in the event of a resit. A resit is allowed for both passed and failed examinations.	Ordinance CvB, see Appendix III
3. The resit for an examination may not take place within ten working days of the announcement of the results for the original examination. Exceptions are only possible in period 6.	Advice OLC; approval FGV (7.13 j)

4. The Examination Board may allow a student an extra opportunity to sit an examination if that student: a) has completed all but one units of education to meet the requirements of the degree and b) has failed the examination during all the previously offered attempts in the current year, unless participation in an examination was not possible for compelling reasons. This provision excludes the practical exercises and the final project. Requests for an additional examination opportunity must be submitted to the Examination Board. If necessary, the method of examination may deviate from the provisions in the study guide.	Ordinance CvB, see Appendix III
5. If a unit of education is no longer offered, at least one additional opportunity will subsequently be provided to sit the examination(s) or parts thereof and a transitional arrangement will be included in Section B.	Advice OLC, approval FGV (7.13 j)

Article 3.6 Marks

1. Grades are given on a scale from 1 to 10 with no more than one figure after the decimal point.	Ordinance CvB, see Appendix III
2. A final mark between 5 and 6 will be rounded to the nearest whole number: final marks below 5.5, rounded down; final marks of 5.5 or higher, rounded up. All other final marks will be expressed in whole or half marks.	Ordinance CvB, see Appendix III
3. To pass a given course or unit, a final mark of 6 or higher is required.	Ordinance CvB, see Appendix III
4. The Examination Board can allow the use of symbols rather than numbers.	Ordinance CvB, see Appendix III

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 they: a. have either passed a unit of education at a university or university of applied sciences (HBO) or a research university (WO) that is equivalent in terms of content and level; b. or have demonstrated through their work and/or professional experience that they have sufficient knowledge and skills with regard to the relevant unit of education.	Advice OLC; approval FGV (7.13 r)
2. The Master's thesis/final project is excluded from this exemption possibility.	Advice OLC; approval FGV (9.38 sub b)

Article 3.8 Validity period for results

1. The validity period of examinations passed and exemption from examinations is unlimited, unless otherwise specified in Section B.	Legal provision
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Article 3.9 Right of inspection

1. Within twenty working days after the announcement of the results of a written examination, but at least ten working days before the resit opportunity for that examination, the student has the right to inspect their graded examination.	Advice OLC; approval FGV (7.13 p and q)
2. Students can view the questions and assignments set in the written examination, and the standards applied when assessing the examination, within the period specified in 3.9.1.	Advice OLC; approval FGV (7.13 q)
3. The examiner determines whether the inspection takes place collectively or	Advice OLC;

individually. In all cases, the time and place of the inspection is announced in the course manual or learning environment.	approval FGV (7.13 q)
4. Students are entitled to feedback on their academic performance. The manner in which this is provided in each unit of education is described in the course manual.	Advice OLC; approval FGV (7.13 p and q)

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 a unit of education 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 their disposal in VU.nl Dashboard.	Advice OLC; approval FGV (7.13 u)
2. Enrolled students are eligible for academic student counselling. Academic student counselling is in any case provided by - The Student Counsellor - Student psychologists - Faculty academic advisers	Advice OLC; approval FGV (7.13 u)

Article 4.2 Facilities for students with a disability or impairment

1. Students with a disability or impairment can submit a request via VU.nl Dashboard to qualify for one or more special facilities with regard to teaching, practical exercises and examinations. These facilities will accommodate the student's individual disability or impairment as much as possible, but may not alter the quality or degree of difficulty of a unit of education or an examination. In all cases, the student must fulfil the intended learning outcomes for the study programme.	Advice OLC; approval FGV (7.13 m)
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.	Advice OLC; approval FGV (7.13 m)
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 a psychological evaluation.	Advice OLC; approval FGV (7.13 m)
4. The faculty board, or the person acting on behalf of the faculty board, decides on teaching facilities and facilities regarding logistics. The Examination Board will decide on requests for facilities with regard to examinations.	Advice OLC; approval FGV (7.13 m)
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 adviser to discuss the details of the provisions.	Advice OLC; approval FGV (7.13 m)
6. A request for one or more facilities can be refused if it would place a disproportionate burden on the organisation or the resources of the faculty or university were it upheld. Any such refusal will be substantiated.	Advice OLC; approval FGV (7.13 m)
7. If the disability or impairment justifies an extension of the examination time, the responsible person on behalf of the Examination Board will register in SAP this entitlement to an extension. If a disability or impairment justifies other measures to be taken, the academic adviser can take the necessary measures. The student can consult the study monitor to check which facilities have been granted to them.	Advice OLC; approval FGV (7.13 m)
8. The decision as referred to in paragraph 5 may specify a limited validity of the facilities granted.	Advice OLC; approval FGV (7.13 m)

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 or unfairness, the faculty board responsible for the study programme will decide, unless the matter concerned is the responsibility of the Examination Board.	Advice OLC; approval FGV (9.38 sub b)
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Section B1: Programme specific section

6. General programme information and characteristics

Article 6.1 Study programme information

The programme Classics and Ancient Civilizations (research) RIO number 60039 is offered on a full-time basis.	Advice OLC; approval FGV (7.13 i)
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Article 6.2 Teaching formats used and modes of assessment

1. The degree programme uses the teaching formats as specified in the study guide.	Advice OLC; approval FGV (7.13 x)
2. The modes of assessment used per unit of education are specified in the study guide.	Advice OLC; approval FGV (7.13 l)

Article 6.3 Academic student counselling

The programme offers the following counselling in addition to the student counselling mentioned in Section A: - Tutorage	Advice OLC; approval FGV (7.13 u)
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7. Further admission requirements

Article 7.1 Intake date(s)

The programme starts on 1 September.	Advice OLC; approval FGV (9.38 sub b)
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Article 7.2 Admission requirements

1. Admission to the Research 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, understanding and skills: - knowledge of current research methods and theories within the field of Classics and Ancient Civilizations - the ability to interpret linguistic, literary or historical texts and/or archaeological data from an interdisciplinary perspective - the ability to translate, interpret and analyse Greek and Latin texts of average difficulty with the help of the scholarly apparatus (grammar, dictionary, commentary, secondary literature) (Classics); the ability to carry out a survey of primary sources (literary or material) and secondary literature and to derive from this a 'status quaestionis' (Ancient Studies) Admission to the Research Master's programme, is possible for an applicant who has obtained an academic (WO) Bachelor's degree in: - Classics (Griekse en Latijnse Taal en Cultuur); - Ancient Studies (Oudheidwetenschappen); - History with Ancient History as specialization; - Archaeology; - Philosophy with Ancient Philosophy as specialization; - Assyriology;	Advice OLC, approval FGV (9.38 sub b)
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g. Religious Studies; h. a similar degree programme with a relevant specialization.	
2. Applicants with a Bachelor's degree obtained at an institution outside the Netherlands may be asked for additional methods to prove that they meet the admission requirements.	Advice OLC; approval FGV (9.38 ub b)
3. Applicants should demonstrate that they have a sufficient level of proficiency in English by meeting at least one of the following standards: - IELTS Academic: an overall score of at least 7.0, with a minimum of 6,5 for each component; At the start of the program, the test must not have been taken more than two years ago. - TOEFL iBT: an overall score of at least 5, with a minimum of 4.5 for each component (formerly 100, with a minimum of 20-23 on each component); At the start of the program, the test must not have been taken more than two years ago. - Cambridge C2 Proficiency/Certificate of Proficiency in English (CPE): an overall score of at least 180 - Cambridge C1 Advanced/Certificate Advanced English (CAE) an overall score of at least 180 - LanguageCert Academic SELT: an overall score of at least 75. At the start of the program, the test must not have been taken more than two years ago. - Pearson PTE Academic: an overall score of at least 76. At the start of the program, the test must not have been taken more than two years ago.	Advice OLC; approval FGV (9.38 ub b)
4. Applicants who have completed one of the following meet the English language requirement and therefore are exempted from taking an English language test (as mentioned in the section 3): - a secondary education or higher education degree fully taught in English has been completed in Australia, Canada, Ireland, New Zealand, the United Kingdom or the United States of America; - a fully English-language, accredited bachelor's or master's degree in the Netherlands, EU/EFTA countries, Singapore or South Africa, or - a vwo diploma or equivalent diploma in which the course on English of a comparable level is required has been earned.	Advice OLC; approval FGV (9.38 sub b)

Article 7.3 Selection criteria

2. In addition to the admission requirements referred to in Article 7.2, the Faculty board also sets the following selection criteria: a. A high level of relevant knowledge and skills demonstrated by: the Bachelor's thesis, which must have been graded with a score of 7.5 (or international equivalent) or higher. b. Good study results are required, with an average of 7.5 in the Dutch education system (or international equivalent) for the examinations of the bachelor's programme. c. Motivation for the programme, demonstrated by: a letter stating the motivation for the programme and an indication of the desired specialisation.	Partly legal provision & ordinance CvB, see appendix. Admission requirements excepted from participation in WHW
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Article 7.3a Capacity restriction

Not applicable.

Article 7.4 Pre-Master's programme

Not applicable.

8. Examinations and results

Article 8.1 Sequence of examinations

Students may participate in examinations or practical exercises of the units below only if they have passed the examination or examinations for the components mentioned hereafter:	Advice OLC; approval FGV (7.13 h, s & t)
Humanities Research Career Preparation (L_AAMPALG006) after passing Team Research in Practice (L_AAMPALG027)	
Research Master Thesis Classics and Ancient Civilizations (L_OAMPOHSSCR) after completing 60 EC	

Article 8.2 Validity period for results

1. If the student's skills, understanding or knowledge evaluated in the exam are demonstrably outdated, the Examination Board may impose a supplementary or replacement examination for a course for which an examination was passed more than 6 years ago.	Advice OLC; approval FGV (7.13 k)
2. Partial exams are only valid in the academic year in which they are held, unless otherwise stated in the course manual.	Advice OLC; approval FGV (7.13 k)

Section B2: Programme specific section – content of programme

9. Programme objectives, tracks/specialisations, intended learning outcomes and language

Article 9.1 Workload

The programme has a workload of 120 EC.	Advice OLC; (7.13 a)
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Article 9.2 Tracks and/or specialisations

Not applicable.

Article 9.3 Programme objective

The Research Master Classics & Ancient Civilizations prepares students for an internationally oriented, scholarly career in this field. In addition it wishes to respond to the need for graduates with qualified research abilities within specific professional fields in society. It seeks to realize these goals by selecting BA students with excellent research abilities, by the depth and wide range of the programme (compared to the one-year master's degree Classics and Ancient Civilizations), by the focus on a research specialization, by the insight into and the ability to apply theory, methods and techniques, by the training in English as an academic language, and, finally, by the requirement to write an original research thesis. This final thesis should attain such academic quality that it provides a good basis for a future academic publication, after reworking the content into a suitable form.	Advice OLC; (7.13 a)
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Article 9.4 Intended learning outcomes

1. Students who have successfully completed the Research Master's programme Classics and Ancient Civilizations have acquired the following general knowledge and skills: 1. (knowledge and understanding) Outstanding knowledge and understanding of current research methods and theories within their own discipline within humanities that go further and deeper than the level of the Bachelor's programme or the one-year Master's programme. Students are aware of the structure of the field of study and the place of their own research within it. 2. (application of knowledge and understanding & making judgments) The capacity to identify relevant links between the disciplines and to develop a personal vision of these. Students are able to participate in interdisciplinary research projects and work with researchers from other disciplines. 3. (application of knowledge and understanding & communication) Appreciation of the international context of their own specialist area. Students can operate in an international environment. 4. (knowledge and understanding & application of knowledge and understanding) Thorough specialist knowledge in one or more disciplines within humanities, and the ability to place this knowledge in a broader context. Students have developed an individual specialization and research focus that builds on a critical analysis of current developments within their own discipline and related disciplines. 5. (application of knowledge and understanding; making judgments; learning skills) The capacity to formulate an original research question	Approval OLC (7.13)
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independently and to conduct the relevant research in a critical, creative and inventive manner, thereby developing their knowledge within their own field of study. Students have demonstrated the ability to carry out a large-scale survey of primary sources and secondary literature and to derive from this a 'status quaestionis', which forms the basis of their own research.

6. **(communication)** The capacity to report on this research, both orally and in writing, in presentations, papers and a thesis, in a manner that is deemed satisfactory and consistent with the applicable academic rules and standards. This implies that students are sufficiently proficient in academic English and have an awareness of the relevant methodological and ethical standards.
7. **(making judgments)** Familiarity with the rules of academic practice. Students are able to assess the academic practice in line with the Netherlands Code of Conduct for Academic Practice (see the website of the NWO: Netherlands Code of Conduct for Research Integrity).
8. **(making judgments; communication)** The capacity to reflect on the position of the discipline within society and an awareness of current academic debates within the field. Students are able to communicate their own vision to both specialists and non-specialists and to participate in public discussions that include broader (extra-academic) aspects.
9. **(application of knowledge and understanding; learning skills)** The ability to write a research proposal and/or feasibility plan, attract funding and/or identify stakeholders, and apply for relevant positions, both within the academic world and beyond. For a career in academia, this entails having knowledge of the financing options for postgraduate research and familiarity with the network of research institutes and organizations that make research funding available; for a career outside academia, this entails being able to make knowledge suitable and/or available for economic and/or societal use and to conduct (inter- or transdisciplinary) research in a community or business context.

Students who have completed the Research Master's programme Classics and Ancient Civilizations have acquired the following specific knowledge and skills:

1. **(knowledge)** Outstanding specialist knowledge in Classics, Ancient History, Ancient Near Eastern Studies or Archaeology;
2. **(knowledge and understanding, application of knowledge and understanding, making judgments)** The ability to interpret linguistic, literary or historical texts and/or archaeological data from an interdisciplinary perspective, within their historical context;
3. **(knowledge and understanding, application of knowledge and understanding, making judgments)** Good knowledge of recent and current theoretical developments with regard to the interpretation of historical texts and/or archaeological data, and the ability to apply these to a variety of sources from all periods;
4. **(application of knowledge, making judgments, communication)** an excellent understanding of Classical or Near Eastern literature and material culture and their reception and reworking in later periods and are able to critically reflect on this.

2. Language proficiency may be taken into account in the assessment of examinations.	Approval OLC (7.13 c)
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Article 9.5 Language of instruction

1. The language of instruction and examination is English.	Approval OLC (9.18)
2. The 'Gedragcode vreemde taal' (code of conduct for foreign languages) applies	VU policy, see appendix

10. Curriculum structure

Article 10.1 Composition of the programme

1. The programme comprises at least a package of compulsory components and an individual Master's thesis.	Ordinance CvB, see appendix
2. Additionally the programme can offer: - Practical exercises - Electives	Advice OLC; (7.13 a)
3. Units of education are categorised as specialised (400), research oriented (500) and highly specialised (600) level.	Ordinance CvB, see appendix

Article 10.2 Compulsory units of education

See appendix. A detailed description per unit of education can be found in the Study Guide. The programme includes 18 EC of Research Master core courses and 12 EC of Research Master courses offered by the Graduate School. Two reasons for exemption are possible: when a student is on study leave abroad (in which case the student must take a similar course in that context); when a student transfers from the regular MA to the Research Master before the start of the second semester.	Advice OLC; (7.13 a)
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Article 10.3 Elective units of education

1. See appendix. A detailed description per unit of education can be found in the Study Guide.	Advice OLC; (7.13 a)
2. If the student wishes to take a different unit of education than listed, advance permission must be obtained in writing from the Examination Board.	Advice OLC; (7.13 a)
3. The student may not take more than 30 EC of elective credits from a regular MA programme. It is possible, however, to choose electives from the regular MA programme when an extra assignment is added and completed to account for the more advanced level of the Research Master (as indicated in the official VU online Study Guide). Also, the student may take a maximum of 24 EC in tutorials. In addition, students take 10 EC of courses offered by one of the national research schools in the Humanities.	

Article 10.4 Practical exercise

The following components can be considered as practical exercises:				Approval OLC (7.13 d)
Name of unit of education	course code	nr of EC	level	

Research Master Thesis Classics and Ancient Civilizations	L_OAMPOHSSCR	30	600	
Team Research in Practice	L_AAMPALG027	6	400	
Humanities Research Career Preparation	L_AAMPALG006	6	600	

Article 10.5 Participation in practical exercises and seminars

1. In the case of a practical exercise, students must attend at least 80 % of the sessions. Should students attend less than 80 %, they must repeat the practical exercise, or the examiner may issue one or more supplementary assignments.	Approval OLC (7.13 d)
2. In the case of a seminar, students must attend at least 80 % of the seminars. Should students attend less than 80 %, they must repeat the seminars, or the examiner may issue one or more supplementary assignments.	Approval OLC (7.13 d)
3. In case of partial exams and/or written partial assignments, the examiner will indicate in the course manual before the start of the unit of education, how partial exams and/or partial assignments are to be retaken. The examiner may set a substitute assignment, taking into account the original learning objectives of the course.	Approval OLC (7.13 d)

11. Evaluation and transitional provisions

Article 11.1 Evaluation of the education

The education provided in this programme is evaluated in accordance with the appendix. The faculty evaluation plan offers the framework.	Approval OLC (7.13 a1)
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Article 11.2 Transitional provisions

Not applicable.

Advice and approval by the Programme Committee on 26 May 2026

Approved by the Faculty Joint Assembly on 26 May 2026

Adopted by the board of the Faculty on 26 May 2026

Appendix 1 Programme overview

We reserve the right to make changes to this annual plan

Appendix 2 Evaluation of teaching within the School of Humanities

Evaluation Plan 2026-2027

Introduction

The framework with regard to educational evaluations is laid down in [chapter 3](#) of the Manual for Quality Assurance of Teaching and Learning. This is the general evaluation plan for the School of Humanities (SGW).

At VU evaluations are conducted with the aim to improve educational quality. The evaluations focus on the quality of courses, teachers' teaching skills and assessment quality. The VU draws up questionnaires for this purpose with a number of mandatory key questions. In addition, the faculty or school has the option of adding its own questions to the lists.

1. Course evaluations

1.1 Quantitative Evaluations

The School of Humanities uses Evalytics to digitally distribute questionnaires. This way, the anonymity of students is guaranteed and the Plan-Do-Check-Act (PDCA) cycle - which serves educational improvement - can be run properly.

1.1.1 Frequency

It is a requirement that each course is evaluated using student questionnaires once every three years. Within the School of Humanities courses are evaluated once every two years, though courses with 0-4 registered students are exempt from digital evaluation. The following schedule that alternates even and odd teaching periods is adhered to:

2026-2027	2027-2028
Period 1+3+5	Period 2+4+6

Exceptions are made for:

- courses mentioned in the annual plan of the SGW Examination Board's Assessment Chamber;
- courses that are administered by the following programmes;
 - o Ba Philosophy, Politics and Economics (PPE)
 - o Ba Archeology
 - o Ba Ancient Studies
 - o Ba Griekse en Latijnse Taal en Cultuur
- courses that are part of a (University) Minor.

1.1.2 Process

The default start date of course evaluation is the during the last week of education. The default start date of exam evaluation is the examination date or end date of the course. Course coordinators are encouraged to carry out the evaluation of the education part during the last class before the exam.

Four weeks before the examination or end date of the course, the course coordinator receives an e-mail notifying them that they can prepare the evaluations. A link to the questionnaire in Evalytics is given in this e-mail.

The questionnaire can be modified up until one day before the start date of the evaluation. From that point onwards, the evaluation is open to students, who can then fill out the questionnaire. Students who have not yet completed the evaluation in class will receive an invitation via email.

Once the evaluation is closed to students, the responses are stored in Evalytics. At that point, course coordinators receive a notification that the results have been received. They then have two weeks to give feedback on the results and indicate which steps need to be taken to improve the course (if applicable). Course coordinators who have not yet given feedback after one week receive a reminder.

Once the feedback period is over, a summary of the evaluation results is created for students, who are then notified. The course coordinator's feedback is included in this feedback report. The general idea is that if course coordinators communicate to students that evaluation results are taken seriously, and are used to improve education, students' willingness to fill out questionnaires will increase. In general, evaluation reports are available four weeks after publication date of the questionnaires.

1.2 Qualitative Evaluations

The Manual for Quality Assurance of Teaching and Learning provides an overview of qualitative forms of educational evaluation, such as panel discussions, peer review, and quick inventories of strengths and suggestions. These forms of evaluation are encouraged by the School.

1.3 Distribution

In addition to teaching staff and students, all evaluation reports can be viewed by:

- the evaluation coordinator (FEC), who is tasked with the distribution of evaluation reports;
- the policy advisor for Education and Quality Assurance;
- the SGW Examination Board's Assessment Chamber (*toetskamer*), who has the permission to view evaluation reports of courses as part of their activities in examining assessment quality.

The reports of specific programmes are distributed to:

- programme directors;
- evaluation contact person(s) of the Programme Committee.

2. Minors

All courses of University and School minors are evaluated. It is not (yet) possible to evaluate minors as a separate educational units using Evalytics.

3. Curriculum evaluations

It is recommended to conduct a curriculum evaluation once every 3 years. The basic principle is that a curriculum is evaluated at least before the start of a midterm review or visitation and after every (thorough) curriculum change.

Annually quantitative questionnaires are sent out via Evalytics. Every graduating student receives a request in their e-mailbox to fill out the questionnaire. The period in which the questionnaire is distributed may be determined in consultation with the Programme Director. By default these curriculum evaluations open in October and remain available until September. Programme Directors may add extra questions to the standard questionnaire for graduates.

Alternatively, Programme Committees may organise qualitative curriculum evaluations with permission from the Programme Director and the FEC. The evaluation report should be made available to the Programme Director and the FEC.

Programme Directors are asked to reflect upon the results of curriculum evaluations in their programme annual reports. Discussions of these results with the programme's Advisory Committee (*werkveldadviesraad*) as well as the Programme Committee are encouraged.

4. National student survey

Vrije Universiteit Amsterdam takes part in the National Student Survey (*Nationale Studenten Enquête*, or NSE), which is conducted every spring. The NSE can provide useful information about how students experience their program. The programme's annual reports should reflect on the results of the NSE. The Portfolio Holder Education, Programme Directors and the Programme Committees receive the results of the NSE around June.

Appendix 3 Higher Education and Research (Implementation) Act

1. The extenuating personal circumstances referred to in Article 7.8b, paragraph 3 and 7.9, paragraph 3 of the Act (WHW) are limited to:

- a. illness of the person concerned,
- b. physical, sensory or other impairment of the person concerned,
- c. pregnancy of the person concerned,
- d. extenuating family circumstances,
- e. membership, including the chairmanship of:
 - 1. universities: the university council, faculty council, the body established under the participation regulation referred to in Article 9.30, paragraph 3 or Article 9.51, paragraph 2 of the Act, the programme management or the programme committee, or membership on the board of a foundation whose bylaws allow for the exploitation of facilities belonging to the student services, or an equivalent body with regard to its activities in the opinion of the board of the institution,
 - 2. universities of applied sciences: the participation council, district council, student committee or programme committee.
- f. other circumstances to be designated by the board of the institution in the regulation as referred to in Article 7.8b, paragraph 6 and Article 7.9, paragraph 5 of the Act in which the person concerned engages in activities within the framework of the organisation and the administration of the affairs of the institution,
- g. membership on the board of a student organisation of a certain size with full legal capacity, or a similar organisation of a certain size, whose primary task regards general societal interest and which actually develops activities for this purpose,
- h. other personal circumstances set out in the Teaching and Examination Regulations as referred to in Article 7.13 of the Act, pursuant to Article 7.13, paragraph 2, clause f of the Act,
- i. personal circumstances other than those referred to in a – h above which, if overlooked by the governing bodies of the institution, would lead to an obviously unfair outcome.

2. The institutional board may, for the purposes of the first paragraph, part g, establish specific rules regarding the maximum number of eligible board members per organisation per academic year, as well as the eligible administrative offices.