

**Academic and Examination Regulations
(OER)**

Academic year 2014 - 2015

VU University Amsterdam
Faculty of Economics and Business Administration

And

The University of Amsterdam
Faculty of Economics and Business

Joint Master's degree programme in Entrepreneurship
--

VU University Amsterdam Pre-Master's programme in Entrepreneurship

Contents

Section A: [name?]	4
1. General provisions	4
Article 1.1 Applicability of the Regulations	4
Article 1.2 Definitions	4
2. Previous education and admission	5
Article 2.1 Previous education.....	5
Article 2.2 Registration and enrolment	5
Article 2.3 Faculty Admissions Board.....	5
Article 2.4 Admissions procedure.....	5
Article 2.5 Refusal or termination of enrolment (<i>unsuitability/judicium abeundi</i>).....	5
3. Degree programme structure.....	6
Article 3.1 Structure of academic year	6
Article 3.2 Organisation of the programme	6
4. Examinations	6
Article 4.1 Signing up for examinations.....	6
Article 4.2 Type of examination.....	6
Article 4.3 Oral examinations	6
Article 4.4 Determining and announcing results.....	7
Article 4.5 Resits	7
Article 4.6 Marks	7
Article 4.7 Exemption	7
Article 4.8 Validity period for results.....	8
Article 4.9 Right of inspection.....	8
Article 4.10 Post-examination discussion.....	8
Article 4.11 Master's final examination.....	8
Article 4.12 Diplomas and transcripts.....	8
Article 4.13 Fraud and plagiarism	9
5. Study supervision and study progress	9
Article 5.1 Administration of study progress and academic student counselling.....	9
Article 5.2 Adaptations for students with a disability	9
6. Hardship.....	9
Article 6.1 Hardship clause	9
7. Transition and final provisions	9
Article 7.1 Amendments and periodic review	9
Article 7.2 Transitional provisions	9
Article 7.3 Publication.....	10
Article 7.4 Effective date	10
Section B: Master's Programme in Entrepreneurship	11
1. General provisions	11
Article 1.1 Definitions	11
Article 1.2 Degree Programme information	11
Article 1.3 Intake dates.....	11
2. Programme objectives and exit qualifications	11
Article 2.1 Programme objective	11
3. Further Admission Requirements	12
Article 3.1 Admission requirements.....	12
Article 3.2 Pre-Master's programme.....	12
Article 3.3 Limited programme capacity	13
Article 3.4 Final deadline for application	13
Article 3.5 English language requirement	13
4. Curriculum.....	14

Article 4.1	Components	14
Article 4.2	Curriculum	14
Article 4.3	Practical exercises	15
Article 4.4	Electives	15
Article 4.5	Participation requirements	15
Article 4.6	Validity period of examinations	15
Article 4.7	Degree	15
5.	Transition and final provisions	16
Article 5.1	Amendments and periodic review	16
Article 5.2	Transitional provisions	16
Article 5.3	Publication	16
Article 5.4	Effective date	16

Section A: [name?]

1. General provisions

Article 1.1 Applicability of the Regulations

1. These Regulations apply to the teaching and examinations for the Master's degree programme Entrepreneurship (hereinafter referred to as: the degree programme) provided by the Faculty of Economics and Business Administration (hereinafter referred to as: FEWEB) of VU University Amsterdam (hereinafter referred to as: VU) and the Faculty of Economics and Business (hereinafter referred to as: FEB) of the University of Amsterdam (hereinafter referred to as UvA).
2. These Regulations consist of a faculty section (A) and a programme-specific section (B). Section A contains general provisions and applies to the teaching and examinations of the Master's degree programmes of FEWEB and FEB. Section B contains programme-specific provisions. Together, Sections A and B form the Teaching and Examination Regulations for the programme.
3. The Regulations can be declared to apply *mutatis mutandis* to the joint degree programmes and units of study, pursuant to Section 7.3c of the WHW, also provided by the faculties.
4. These Regulations apply to anyone enrolled in the programme, irrespective of the academic year in which the student was first enrolled in the programme.
5. Section B of these Teaching and Examination Regulations may contain additional general provisions for the relevant degree programme.

Article 1.2 Definitions

The following definitions are used in these Regulations:

- | | |
|--------------------------|---|
| a. EC (European Credit) | an credit with a workload of 28 hours of study; |
| b. fraud and plagiarism: | the student's acts or failures to act which make it wholly or partially impossible to accurately judge his/her knowledge, understanding and skills; |
| c. joint degree: | a degree awarded by an institution together with one or more institutions in the Netherlands or abroad, after the student has completed a degree programme (a degree programme, a major or a specific curriculum within a degree programme) for which the collaborating institutions are jointly responsible; |
| d. component: | a unit of study of the programme within the meaning of the WHW; |
| e. period: | a part of a semester; |
| f. practical exercise: | the participation in a practical training or other educational learning activity, aimed at acquiring certain (academic) skills. Examples of practical exercises are: <ul style="list-style-type: none"> ○ researching and writing a thesis ○ 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 |
| g. programme: | the totality and cohesion of the course components, teaching activities/methods, contact hours, testing and examination methods and recommended literature; |
| h. thesis: | a component comprising literature research and/or a contribution to scientific research, always resulting in a written report; |
| i. VUnet | the VU University Student Information System |
| j. Study guide | the guide for the degree programme that provides further details of the provisions and other information specific to that programme. The course catalogue is available electronically at www.vu.nl/en/study-guide (VU) or www.studiegids.uva.nl (UvA); |
| k. workload: | the workload of the unit of study to which an interim examination applies, expressed in terms of credits = EC. (The workload for 1 year (1,680 hours) is 60 EC credits); |
| l. working day | Monday to Friday, except for public holidays or days designated as holidays by VU University Amsterdam and/or University of Amsterdam. |

m. academic year:	the period beginning on 1 September and ending on 31 August of the following calendar year;
n. examination	an assessment of the student's knowledge, understanding and skills relating to a course component. The assessment is expressed in terms of a final mark. An examination may consist of one or more partial examinations. A resit always covers the same material as the original interim examination;
o. Admissions Board	the committee that assesses, on behalf of the Faculty Board (FEWEB) / Dean (FEB), whether a candidate meets the requirements for admission to the Master's degree programme of his/her choice. If there is no Admissions Board appointed for the degree programme, the Examinations Board (within the meaning of Section 7.12 of the WHW) functions as Admissions Board;
p. Universities:	VU University Amsterdam and the University of Amsterdam
q. WHW:	the Dutch Higher Education and Research Act (<i>Wet op het hoger onderwijs en wetenschappelijk onderzoek</i> , WHW);
r. Regulations and Guidelines	Regulations and guidelines regarding examinations Joint Master's programme in Entrepreneurship

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

2. Previous education and admission

Article 2.1 Previous education

1. In order to qualify for enrolment in a Master's degree programme, a Bachelor's degree obtained in academic higher education (WO) is required. The requirements that the Bachelor's degree must meet are specified in Section B.
2. The Admissions Board of the degree programme will assess suitability for admission to the programme on the basis of the requirements stipulated in Section B.
3. In order to qualify for enrolment in a Master's degree programme for teaching in pre-university education, the individual concerned must have been awarded the Master's degree in the relevant subject area, pursuant to Section 7.10a of the WHW.

Article 2.2 Registration and enrolment

1. The deadline for registering for the Master's programme is stipulated in Article 3.4 (Section B).
2. After registering on time, the student must enrol before 1 September or, if applicable, before 1 February.

Article 2.3 Faculty Admissions Board

The Faculty Board (FEWEB)/ Dean (FEB) will establish one or more Admissions Boards. The Faculty Board / Dean will appoint its members after consultation with the Programme Directors and Examinations Boards of the relevant degree programmes.

Article 2.4 Admissions procedure

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

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

1. Based on the provisions of Section 7.42a of the WHW, the Faculty Board / Dean or the Examinations Board may, in exceptional cases, ask the Executive Board to terminate or refuse a student's enrolment in a programme, if that student's actions or remarks show that he/she is unsuitable either for practising one or more of the professions for which the programme in question is preparing the student or for the practical preparation for professional practice.

2. If a student is suspected of being unsuitable as described in paragraph 1, the Examinations Board or the Faculty Board / Dean will institute an inquiry, of which the student will be informed immediately. The Examinations Board or the Faculty Board / Dean will not issue any recommendation without carefully considering the interests involved and giving the student the opportunity to be heard.

3. Degree programme structure

Article 3.1 Structure of academic year

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

Article 3.2 Organisation of the programme

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

4. Examinations

Article 4.1 Signing up for examinations

1. Students must sign up for participation for all programme components. This is only possible in the periods designated for that purpose.
- 2.a FEWEB VU exams: Every student must sign up for every examination opportunity. The procedure for signing up is described on VUnet. Participation in the examination will be refused if the student does not sign up or fails to do so in time.
- 2.b By way of exception to the provisions of paragraph 2.a, any student who has correctly signed up for participation in the instruction/classes for a particular course and has been admitted will also be signed up for the subsequent examination.
3. FEB UvA exams: Students are registered for exams by registering for the component. This also applies to possible constituent examinations and resit examinations.

Article 4.2 Type of examination

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

Article 4.3 Oral examinations

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

Article 4.4 Determining and announcing results

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

Article 4.5 Resits

1. An opportunity will be offered to resit examinations in the degree programme once in each academic year.
2. Paragraph 1 does not apply in the case of a fail for a work placement or a thesis. The options for retaking work placements and theses are detailed in the work placement manual or thesis regulation.
3. The most recent mark will apply in the event of a resit.
4. The resit for an examination must not take place within ten working days of the announcement of the result of the examination being resat.

Article 4.6 Marks

1. Marks are given on a scale from 1 to 10.
2. An examination is assessed as a pass or a fail, or, when expressed as a mark 6 or higher (pass) and 5 or lower (fail).
3. If a written examination is made up of several components, no assessment will be made of this examination until all components have been tested.
4. The assessment of a work placement / internship or a research assignment will be issued by the examiners after consultation with the relevant supervisor on site.
5. Marks are given one decimal, rounded on 0,5 with the exception of marks between 5 and 6 that will be rounded on 1,0 in such a way that 0,1 to 0,4 will be rounded down and 0,5 to 0,9 will be levelled up.

Article 4.7 Exemption

1. At the written request of the student, the Examinations Board may exempt the student from taking one or more components, if the student:
 - a. has passed a component of a university or higher professional education programme that is equivalent in both content and level; or
 - b. has demonstrated through his/her work and/or professional experience that he/she has sufficient knowledge and skills with regard to the relevant component.
2. The Examinations Board will make a decision within twenty working days of receiving the written request.
3. This exemption does not apply to the Master's thesis.
4. In order to meet the demands of the Master examination a student may include a maximum of 12 EC worth of exemptions to his/her study programme.

Article 4.8 Validity period for results

1. The validity period of examinations passed and examination exemptions is limited to two years from the moment the student enrolled in the programme.
2. The validity period of a constituent examination is limited to the academic year in which it was sat or until the end of the course concerned, as stipulated in the Study Guide.
3. The Examinations Board can extend the limited validity period of examination results or exemption if a student submits a reasoned request to that effect. The Examinations Board can decide to permit the extension of the validity only after the individual making the request has successfully completed a supplementary examination on the relevant subject matter.

Article 4.9 Right of inspection

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

Article 4.10 Post-examination discussion

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

Article 4.11 Master's final examination

1. The Examinations Board determines the final examination result and the date on which the student obtains his/her degree after it has been established that the student has passed all components belonging to the programme.
2. As an exception to paragraph 1, prior to assessing the result of the examination, the Examinations Board can undertake an evaluation of the student's knowledge with regard to one or more degree programme components, if and in so far the results of the relevant examinations in questions warrant it.
3. A diploma can only be awarded after the Executive Board has declared that the student has satisfied all the procedural requirements, including the payment of tuition fees.
4. The Examinations Board can award a citation. If the student has demonstrated exceptional ability, the Examinations Board will award the citation 'cum laude'; criteria for citations are listed in the 'Regulations and guidelines regarding examinations FEWEB'.

Article 4.12 Diplomas and transcripts

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

Article 4.13 **Fraud and plagiarism**

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

5. Study supervision and study progress

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

1. The FEWEB Faculty Board / FEB Dean is responsible for the correct registration of the students' study results in VUnet. After the assessment of an examination component has been registered, every student has the right to inspect the result for that component via VUnet and also has a list of the results achieved at his/her disposal in VUnet.
2. Enrolled students are eligible for academic student counselling. The types of academic student counselling available are listed on VU and UvA website.

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

1. A student with a disability can submit a written request to the study adviser to qualify for special adaptations with regard to teaching, practical training and examinations. These adaptations will accommodate the student's individual disability as much as possible, but may not alter the quality or degree of difficulty of a course or an examination. In all cases, the student must fulfil the exit qualifications for the degree programme.
2. The request referred to in the first paragraph must be accompanied by a recommendation from a student counsellor. The recommendation must be no more than twelve weeks old and must in part be based on a recent statement from a physician or psychologist.
3. The FEWEB Faculty Board or FEB Dean or, on his/her behalf, the FEB College/Graduate School director decides on the adaptations concerning the teaching facilities and logistics. The Examinations Board will rule on requests for adaptations with regard to examinations.
4. In the event of a positive decision in response to a request as referred to in paragraph 1, the student will make an appointment with the study adviser to discuss the details of the provisions.
5. A request for adaptations will be refused if it would place a disproportionate burden on the organisation or the resources of the Faculty or University were it to be upheld.
6. If the disability justifies an extension to the time in which the examination may be sat, the Examinations Board will issue a statement testifying to this entitlement to an extension. If a disability justifies other measures being taken, the study adviser can initiate the necessary measures.
7. The statement referred to in paragraph 6 is valid for a maximum period of one year. The period of validity can be extended on the recommendation of a student counsellor.

6. Hardship

Article 6.1 **Hardship clause**

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

7. Transition and final provisions

Article 7.1 **Amendments and periodic review**

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

Article 7.2 **Transitional provisions**

There are no transitional provisions applicable for 2014-2015.

Article 7.3 **Publication**

1. The Faculty Board / Dean shall ensure appropriate publication of these Regulations, as well as of any adjustments to them.
2. The regulations are set out in the digital VU Study Guide (www.vu.nl/en/studyguide) and the digital UvA Study Guide (www.studiegids.uva.nl).

Article 7.4 **Effective date**

These Regulations enter into force with effect from 1 September 2014

Thus drawn up by the
VU University Amsterdam, FEWEB Faculty Board on [date]20....
University of Amsterdam, FEB Faculty Board on [date]20....

Approved by authorised representative advisory body
....., on [date]
....., on [date]

Adopted by
VU University Amsterdam, FEWEB Faculty Board on [date]20....
University of Amsterdam, FEB Faculty Board on [date]20....

Section B: Master's Programme in Entrepreneurship

1. General provisions

Article 1.1 Definitions

Not applicable

Article 1.2 Degree Programme information

1. The MSc Entrepreneurship (CROHO nummer 65006) is offered on a full-time basis and the language of instruction is English.
2. The programme has a workload of 60 EC
3. A component comprises 6 EC or a multiple thereof

Article 1.3 Intake dates

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

2. Programme objectives and exit qualifications

Article 2.1 Programme objective

1. The Master programme 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 programme provides academic and entrepreneurial skills, as well as knowledge of and insight into Entrepreneurship issues. Accordingly, graduates are equipped to analyse Entrepreneurship issues from a range of perspectives (social, societal, economic, ethical), are able to be critical about theoretical and practical solutions chosen, and can develop their own alternatives with decent foundations. Detailed knowledge at a high academic level (acquired from leading journals) is combined with empirical research and applications.

Article 2.2 Exit qualifications

There are three categories of exit qualifications:

1. Knowledge
2. Skills
3. Attitude.

In terms of knowledge and insight, the outcomes are:

- K1. Profound academic knowledge of the background, nature, and central concepts that are used in entrepreneurship research, both theoretically and methodologically.
- K2. Academic knowledge of and insight into societal developments that influence entrepreneurship and vice versa: the societal implications of entrepreneurship.
- K3. Academic knowledge that will enable the alumnus to recognize, utilize, and combine multiple theoretical perspectives towards entrepreneurship so as to be able to understand and solve complex entrepreneurship problems.
- K4. Academic knowledge of and insight into the mechanisms underlying entrepreneurial processes.
- K5. The academic knowledge required to assess which research method(s) should be employed to answer a given research question / to meet a particular research aim.
- K6. The academic knowledge required to assess business ideas from (combinations of) various disciplines in terms of their innovativeness, viability and quality.
- K7. Academic knowledge and insight (in combination with an analytical toolbox) to assess which processes and research efforts (market, financial etc) are required to turn business ideas into reality and to create sustainable value with them.

In skills terms, the outcomes are:

Academic

- SA1. The ability to independently design and conduct research of an academic nature, including formulating the issue, sourcing and processing the necessary research sources, and systematically collating, interpreting and analyzing relevant data, drawing relevant conclusions, and reporting about it.
- SA2. The ability to find, analyze and critically assess scientific information.
- SA3. The ability to systematically and creatively analyze and solve concrete problems.
- SA4. The ability to communicate effectively and univocally with experts as well as laymen, both orally as well as in writing.
- SA5. A logic, reflexive, critical and independent level of thinking and working.
- SA6. The ability to reflect on and discuss social-ethical aspects in relation to entrepreneurship
- SA7. The ability to work individually as well as in multidisciplinary teams.

Entrepreneurial

- SE1. The ability to assess, produce, and develop innovative, viable, high-quality research-based ideas in various contexts.

In attitudinal terms, the outcomes are:

- A1. Reflecting on economic, business, ethical and societal dimensions and consequences of entrepreneurial behaviour.
- A2. An independent, academic and critical attitude and way of working.
- A3. An attitude where boundaries between disciplines form no burden and where knowledge, concepts, methods, and perspectives from a range of disciplines are employed to generate new insights.
- A4. meta-cognitive and meta-affective skills to regulate the graduate's own learning process, in terms of self-development and interdisciplinary approach.

3. Further Admission Requirements

Article 3.1 Admission requirements

1. Students will be admitted to the degree programme if they hold a certificate of admission, issued by or on behalf of the Faculty Board / Dean because they have demonstrated that they meet the following knowledge and skills at the level of an academic bachelor programme:
 - a) Organizational Behavior
 - b) Organization Design
 - c) Finance
 - d) Accounting
 - e) Academic writing as evidenced by a bachelor's thesis
 - f) Research skills, both qualitative and quantitative
2. Applications are assessed by the Admissions Board.
3. In addition to the requirements listed in paragraph 1, the Admissions Board will assess the application on the following criteria:
 - a) motivation, as evidenced by a motivation letter;
 - b) being in good standing at previous institutions, as evidenced by a reference letter from an instructor at a previous institution.
 - c) grade point average
 - d) GMAT / GRE score
2. Students who have completed a professional education (HBO/polytechnic degree) can be admitted once they have successfully completed the applicable pre-Master's programme.
3. The Admissions Board will investigate whether the interested person meets the admission requirements.
4. The certificate of admission relates exclusively to the academic year following the academic year in which the application for the certificate was submitted, unless the Executive Board decides otherwise.
5. The applicant has to meet all requirements before being allowed to enter the programme.

Article 3.2 Pre-Master's programme

1. The objective of the pre-Master's programme is to give graduates of an institute of Higher Vocational Education and academic Bachelors with insufficient background the knowledge, skills, attitude and insight up to the level of a University Bachelor's degree, which then leads on to the Faculty's Master's programmes.

2. The general final attainment levels of the pre-Master's programme are:
 - a. Knowledge of and insight into:
 - processes and phenomena in the selected domain;
 - theories in the selected domain;
 - research methodology.
 - b. Being capable of:
 - being able to present an academic argument (verbal and written);
 - critically analyse the professional literature;
 - assess research results in terms of reliability, validity and practicability;
 - analyse and interpret data.
 - a. Show evidence of:
 - a critical view of widespread assumptions in society;
 - intellectual integrity;
 - a scientific attitude, i.e. a preparedness to test assumptions and theories.
3. Admission to the pre-Master's programme is possible on the basis of Bachelor's degree from a Dutch programme of Higher Vocational Education and a GMAT score of at least 550.
4. The pre-Master's programme consists of the following components:
 - Academic Knowledge & Skills, and disciplinary knowledge (12 ECTS)
 - Methods & Research skills(12 ECTS)
 - Integration course (6 ECTS)= Application of disciplinary knowledge and research skills, and practicing academic writing
5. The examination formats used in each component are listed in the Study Guide.
6. The pre-Master's programme runs from February till the end of June and has a study load of 30 credits.
7.
 - a. Successfully completed components of the full-time pre-Master's programme are valid until 31 August of the academic year in which the results were issued.
 - b. Notwithstanding the provisions stated in paragraph a, the Examination Board can extend a component's period of validity in special cases.
 - c. Successful completion of the pre-Master's programme secures admission to the Master's programme in the following academic year.
8. Provided that all results have been properly recorded, the Examination Board awards a pre-Master's programme list of results to all students who have passed every test in the pre-Master's programme.

Article 3.3 Limited programme capacity

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

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

Article 3.4 Final deadline for application

1. An application for admission to the study programme must be submitted to the FEB Admissions Office in the form of a digital registration at Embark for the following students and by the following dates before the start of the academic year:
 - a. 1 April for students from non-EU countries;
 - b. 1 April for students from EU countries;
 - c. 1 May for students with a Dutch diploma.
 - d. 1 June for FEWEB or FEB bachelor's degree students
2. All candidates must submit a request to be admitted to the programme through Studielink before 1 June
3. Under exceptional circumstances, the Admission Board may consider a request submitted after this closing date.

Article 3.5 English language requirement

1. English language requirement for English-language Master's programmes
 - a. The proficiency requirement in English as the language of instruction can be met by the successful completion of one of the following examinations or an equivalent:
 - i. IELTS: 6.5 at least 6 on each sub-score;
 - ii. TOEFL paper based test: 580
 - iii. TOEFL internet based test: 92-93, at least 20 on each sub-score

- iv. Cambridge Advanced English: A (FCE) B (CAE) or C(CPE).
- b. Exemption is granted from the examination in English referred to in the first paragraph to students who, within two years of the start of the programme:
 - i. met the requirements of the VU test in English language proficiency TOEFL ITP, with at least the scores specified in paragraph 1, or
 - ii. had previous education in secondary or tertiary education in an English-speaking country as listed on the VU website, or
 - iii. have an English-language 'international baccalaureate' diploma

4. Curriculum

Article 4.1 Components

1. The programme consists of
 - a. compulsory courses
 - b. specialization courses
 - c. elective courses
 - d. thesis

Article 4.2 Curriculum

1. The courses in the following schedule are also included in the digital UvA and VU Study Guide 2014-2015. All courses carry 6 credits unless stated otherwise.

First Semester			Second Semester		
Period 1	Period 2	Period 3	Period 4	Period 5	Period 6
Entrepreneurship Theory & Practice (Joint UvA-VU) 12 EC	Social Dynamics in Entrepreneurship (VU)	Entrepreneurship Research Skills (Joint UvA-VU)	Entrepreneurial Law & Finance (UvA)	Elective	Thesis EC see period 5
	Choice between: - Enterprising for a Better World (VU); - Entrepreneurship, Institutions & Corporations (VU); - New Venture Creation & Development (VU)		Choice between: - Entrepreneurship in Science & Technology (UvA); - Entrepreneurship in the Services Industry (UvA); - Cultural Entrepreneurship (UvA)	Thesis 18 EC	

2. Elective courses

The following course list is also included in the digital UvA and VU Study Guide 2014-2015. All courses carry 6 credits unless stated otherwise.

Elective	Period	UvA/VU/Joint
Behavioral Strategy	5	VU
Capita Selecta Entrepreneurship	5	VU
Cross Cultural Management	5	VU
E-Business Development	5	VU
Enterprising Skills	5	VU
Real Estate Management	5	VU
Services Marketing	5	UvA
Management Consulting	5	UvA
Managing Creativity (UvA, sectie E&I)	5	UvA
Business Cases in New Technology*	5	UvA

* Due to overlap, this course is not suitable for students who followed the specialization course Entrepreneurship in Science & Technology.

Article 4.3 Practical exercises

Not applicable

Article 4.4 Electives

1. Courses listed in the course list in Article 4.2 paragraph 2 are not part of the mandatory curriculum and may be included in the study programme as an elective. Entry requirements or capacity restrictions may apply.
2. An elective outside the course list in Article 4.2 may be included if each of the following requirements are met:
 - a. the course must be provided at Master's level and should be relevant to the study programme;
 - b. the course is successfully completed elsewhere during the period that the student is enrolled in the Master's programme Entrepreneurship;
 - c. the Programme Director for the study programme in question has provided the Examinations Board with a positive recommendation;
 - d. there is no substantial overlap between the course concerned and any other courses in the Master's study programme.
3. In exceptional cases, the Examinations Board may allow one or more courses of other university Master's programmes to be included as a substitute for mandatory courses from the programme. The component must correspond in terms of content, depth and workload with the course in respect of which substitution is requested. The requirements specified in paragraph 2 above must be met.

Article 4.5 Participation requirements

1. If a component involves mandatory attendance, students may miss at most one of the mandatory sessions. Students may be asked to submit a compensation assignment for this missed session. If a student misses more than one of the mandatory sessions, they cannot complete the component with a passing grade.
2. In specific cases the Examinations Board can allow students to miss more sessions than indicated in paragraph 1 of this Article. In all cases, students have to submit extra assignments to compensate for their absence in addition to the assignments which are already part of the component.

Article 4.6 Validity period of examinations

See section A, paragraph 4.8.

Article 4.7 Degree

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

5. Transition and final provisions

Article 5.1 Amendments and periodic review

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

Article 5.2 Transitional provisions

There are no transitional provisions applicable for 2014-2015.

Article 5.3 Publication.

3. The Faculty Board / Dean shall ensure appropriate publication of these Regulations, as well as of any adjustments to them.
4. The regulations are set out in the digital VU Study Guide (www.vu.nl/en/studyguide) and the digital UvA Study Guide (www.studiegids.uva.nl).

Article 5.4 Effective date

These Regulations enter into force with effect from 1 September 2014

Thus drawn up by the

VU University Amsterdam, FEWEB Faculty Board on [date]20....

University of Amsterdam, FEB Faculty Board on [date]20....

Approved by authorised representative advisory body

....., on [date]

....., on [date]

Adopted by

VU University Amsterdam, FEWEB Faculty Board on [date]20....

University of Amsterdam, FEB Faculty Board on [date]20....