

# **Teaching and Examination Regulations**

## **Masterprogramme in International Crimes, Conflict and Criminology Faculty of Law**

**Academic year 2020-2021**

A. Faculty section

B1. Programme specific section - general provisions

B2. Programme specific section – content of programme

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## Section A: Faculty section

### 1. General provisions

#### Article 1.1 Applicability of the Regulations

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

#### Article 1.2 Definitions

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

- |  |   |
|--|---|
| a. academic year:                          | the period beginning on 1 September and ending on 31 August of the following calendar year;   |
| b. CvB:                                    | the Executive Board of Vrije Universiteit Amsterdam.  |
| c. EC (European Credit):                   | an EC credit with a workload of 28 hours of study;  |
| d. educational component:                  | a unit of study of the programme within the meaning of the WHW;   |
| e. examination:                            | the final examination of the Master's programme;  |
| f. FGV:                                    | Faculty joint assembly – assembly of the faculty student council and faculty staff council;   |
| g. interim examination:                    | an assessment of the student's knowledge, understanding and skills relating to a course component. The assessment is expressed in terms of a final mark. An interim examination may consist of one or more partial examinations. A resit always covers the same material as the original interim examination; |
| h. OLC:                                    | programme committee;  |
| i. period:                                 | a part of a semester;   |
| j. programme:                              | the totality and cohesion of the course components, teaching activities/methods, contact hours, testing and examination methods and recommended literature;   |
| k. SAP/SLM:                                | the student information system ( <i>Student Lifecycle Management</i> );   |
| l. semester:                               | the first (September - January) or second half (February - August) of an academic year;   |
| m. specialization                          | optional route of study within a degree programme indicating a deepening of the (inter/multi) disciplinary context of the programme;  |
| n. study guide:                            | the guide for the study programme that provides further details of the courses, provisions and other information specific to that programme. The Study Guide is available electronically at:<br><a href="https://www.vu.nl/en/study-guide/">https://www.vu.nl/en/study-guide/</a> ;                           |
| o. study monitor ( <i>studiemonitor</i> ): | dashboard for students and academic advisors with data of the student and that provides insight into the student's study progress;  |
| p. subject                                 | see ' <i>educational component</i> ';   |
| q. thesis:                                 | a component comprising research into the literature and/or contributing to scientific research, always resulting in a written report;   |

r. track	full route of study within a broad bachelor's or master's degree programme or a fully English-language route of study within a Dutch-language bachelor's or master's degree;
s. university:	Vrije Universiteit Amsterdam;
t. WHW:	the Dutch Higher Education and Research Act ( <i>Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek</i> );
u. workload:	the workload of the educational component to which an interim examination applies, expressed in terms of credits = EC credits (ECTS = European Credit and Transfer Accumulation System). The workload for 1 year (1,680 hours) is 60 EC credits.

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

## 2. Study programme structure

### Article 2.1 Structure of academic year and educational components

1. The study programme will be offered in a year divided into two semesters.
2. Every semester consists of three consecutive periods of eight, eight and four weeks.
3. An educational component comprises 6 EC or a multiple thereof.
4. By way of exception to paragraph 3, the Executive Board may in special cases and on request of the Faculty Board, stipulate that an educational component comprises 3 EC or a multiple thereof.

## 3. Assessment and Examination

### Article 3.1 Signing up for education and interim examinations

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

### Article 3.2 Type of examination

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

### Article 3.3 Oral interim examinations

1. An oral assessment is public unless the Examination Board in special cases determines otherwise.

### Article 3.4 Determining and announcing results

1. The examiner determines the result of a written interim examination as soon as possible, but at the latest within ten working days. By way of departure from that stipulated in the first clause, the marking deadline for theses [and final assignments] is no longer than twenty working days. The examiner will then immediately ensure that the marks are registered and also ensures that the student is immediately notified of the mark, taking due account of the applicable confidentiality standards.

2. The examiner determines the result (i.e. mark) of an oral examination as soon as possible, after the examination has finished and informs the student accordingly. The third clause of the first paragraph applies.
3. In the case of alternative forms of oral or written examinations, the Examination Board determines in advance how and by what deadline the student will be informed of the results.

#### Article 3.5 Examination opportunities

1.
  - a. Per academic year, two opportunities to take examinations per educational component will be offered.
  - b. By way of exception to a., the options for retaking practical components, work placements and theses are detailed in the relevant work placement manual, teaching regulations or graduation regulations.
2. The most recent mark will apply in the event of a resit. A retake is allowed for both passed and failed units of study.
3. The resit for an (partial) interim examination must not take place within ten working days of the announcement of the result of the (partial) examination being resat.
4. The Examination Board offers a student on request an extra opportunity to take an examination outside the regular occasions or at another date. Herewith the following requirements are attached:
  - a. the student passed all but one of the examinations necessary to meet the degree requirements; and
  - b. has failed the examination during all the previously offered attempts unless participation in an examination was not possible for compelling reasons; and
  - c. taking part in the next regular examination opportunity leads to disproportionate study delay

The extra opportunity can only be offered for educational components that are examined with a scheduled written exam, paper or take-home examination. Educational components that are examined (partly) otherwise are not included. Due to the construction of these educational components it is not possible to re-sit these examinations on an alternative date. Requests for an additional examination opportunity must be submitted to the Examination Board no later than 1 July. If necessary, the method of examination may deviate from the provisions in the study guide.

5. If an educational component is no longer offered in the academic year following its termination, at least one opportunity will be provided to sit the interim examination(s) or parts thereof and a transitional arrangement will be included in the programme-specific section for the subsequent period.

#### Article 3.6 Marks

1. Marks are given on a scale from 1 to 10 with no more than one decimal point.
2. The final marks are given in whole or half points.
3. In deviation from paragraph 2, final marks between 5 and 6 will be rounded off to whole marks: up to 5.50 rounded down; from 5.50 rounded up. To pass a course, a 6 or higher is required.
4. The Examination Board can allow to use symbols rather than numbers, for example; v(oldaan), g(oed), n(iet)v(ol)d(aan), etc.)

**Article 3.7 Exemption**

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

**Article 3.8 Validity period for results**

1. The validity period of interim examinations passed and exemption from interim examinations is unlimited, unless otherwise specified in Section B.
2. The validity period of a partial examination is limited to the academic year in which it was sat or until the end of the educational component concerned, unless otherwise stipulated in the Study Guide, Study manual or transitional provisions.

**Article 3.9 Right of inspection and post-examination discussion**

1. Within twenty working days after the announcement of the results of a written examination there will be a post-examination discussion. Place, date and specified time will be announced at least 10 working days before the post-examination discussion.
2. The post-examination discussion is collective, unless otherwise decided by the examiner. The examiner can decide that the individual post-examination discussion will be done by email. If a student is unable to attend the collective discussion due to compelling personal circumstances, the examiner will allow an individual post-examination discussion on request.
3. The student can inspect his/her assessed work as well as the standards applied for marking, if available. On request the examiner will explain the marking.
4. The student can be issued with a copy of the marked work at his/her request after the post-examination discussion date, regardless whether the student was at the post examination discussion.
5. Regarding article 3.9 the examiner may add restrictions to the right of inspection. These restrictions have to be announced at least ten days before the post-examination discussion.

**4. Academic student counselling and study progress****Article 4.1 Administration of study progress and academic student counselling**

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

- b. Student psychologists
- c. Faculty academic advisors

#### Article 4.2 Facilities for students with a disability

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

## 5. Hardship clause

#### Article 5.1 Hardship clause

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



## **Section B1: Programme specific – general provisions**

### **6. General programme information and characteristics**

#### **Article 6.1 Study programme information**

1. The programme International Crimes, Conflict and Criminology CROHO number 66724 is offered on a full-time basis.

#### **Article 6.2 Teaching formats used and modes of assessment**

1. The programme uses the teaching formats as specified in the study guide.
2. The modes of assessment used per educational component are specified in the study guide.

#### **Article 6.3 Academic student counselling**

1. The programme offers the following counselling in addition to the student counselling mentioned in Section A:  
Career Advisors

### **7. Further admission requirements**

#### **Article 7.1 Intake date**

The programme starts on September 1.

#### **Article 7.2 Admission requirements**

1. Admission to the Master's programme is possible for an individual who can demonstrate that he/she has a relevant academic Bachelor's or Master's programme, for instance:
  - a. Criminology
  - b. Law
  - c. Social Sciences
  - d. Political Sciences
  - e. Psychology
  - f. or any related subject
2. The programme aims to offer its students an international mixed class room and wants to attract students who, in one way or another, can be expected to make a significant contribution to this learning environment. Therefore, in addition to the requirements referred to in paragraph 1, the Admission Board will take the following additional criteria into account:
  - a. Academic excellence (as evidenced by the overall grade average, proof of writing and recommendations).
  - b. A demonstrated interest in conflict related crimes, political violence, international crimes and/or international criminal justice (as evidenced by previous study programme and/or CV).
  - c. Motivation (as evidenced by motivation letter, CV, (optional) courses and extracurricular activities).

- d. Proficiency in research methods and techniques (as evidenced by previous study programme and/or CV).

A somewhat lower score on a particular requirement can be compensated by a strong score on another.

3. In addition to the qualitative admission requirements in paragraph 2, an applicant must demonstrate that he or she has a sufficient level of proficiency in English by meeting at least one of the following standards, no more than two (2) years before the start of the programme at the VU:
  - a. (academic) IELTS: minimum total score  $\geq 7.0$ , minimum score per test section: 6.5
  - b. TOEFL paper based test: 600
  - c. TOEFL PBT: minimum total score 68, minimum score per test section: 22
  - d. TOEFL iBT (internet based test): minimum total score  $\geq 100$ , minimum score per test section: 22
  - e. C1 Advanced (formerly Cambridge Advanced English): minimum score B
  - f. C2 Proficiency (formerly Cambridge English: Proficiency): minimum score C
4. Applicants who:
  - a. completed an English-taught secondary or higher education degree in the United Kingdom, Ireland, Canada, the United States, New Zealand or Australia or
  - b. have earned a Bachelor's or Master's degree in a programme accredited by NVAO in the Netherlands, or
  - c. have earned a Bachelor's or Master's degree in an accredited English-taught programme in another member state of the European Union are exempted from the requirements referred to in paragraph 3.
5. Applicants with a bachelor's degree obtained at an institution outside the Netherlands may be asked for the following additional documents.
  - a. Transcript
  - b. CV
  - c. Motivation letter
  - d. Letters of recommendation
  - e. Research paper
  - f. Proof of proficiency English if applicable (paragraph 4)
6. Admission is granted for a specific academic year, unless the Admissions Board decides otherwise.

#### Article 7.3 Premaster's programme

There is no premaster's programme.

### 8. Interim examinations and results

#### Article 8.1 Sequence of interim examinations

Not applicable.

#### Article 8.2 Validity period for results

If the exam shows that a student's knowledge is insufficient or outdated, or if the student's skills 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 4 years ago.

## Section B2: Programme specific – content of programme

### 9. Programme objectives, tracks/specializations, exit qualifications and language

#### Article 9.1 Workload

1. The programme has a workload of 60 EC.

#### Article 9.2 Tracks and/or specializations

The programme has no specializations.

#### Article 9.3 Programme objective

The programme objectives are as follows:

1. to prepare the student to practice professionally as, inter alia, analyst, policy maker, researcher or expert in the field of international crimes, other conflict related crimes and international criminal justice;
2. to teach the student specialized knowledge, skills and understanding in the field of international crimes, other conflict related crimes and international criminal justice;
3. to prepare the student for academic work in the field of international crimes, other conflict related crimes and international criminal justice.

#### Article 9.4 Exit qualifications

After finishing the Master, the graduate:

Has knowledge of and insight into:

1. Recent approaches, theories, and (research) findings from various disciplines in relation to international crimes, other conflict related crimes and international criminal justice;
2. Quantitative and qualitative research methodology in relation to international crimes, other conflict related crimes and international criminal justice;
3. Legal issues concerning international crimes and other conflict related crimes.

Is capable of:

4. Identifying and applying theoretical approaches from various disciplines;
5. Applying research methods and interpreting results;
6. Independently setting up, carrying out and reporting the results of an interdisciplinary research project;
7. Critical reflection on research results and reflection on the theoretical debates within the selected domain.

Shows evidence of:

8. An independent, critical attitude with regard to existing theories and knowledge;
9. An investigative, original and creative attitude with regard to existing issues and solutions in relation to international criminal justice and transitional justice;
10. Critical, analytical and normative reflection on academic research and on research results.

### Article 9.5 Language of instruction

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

## 10. Curriculum structure

### Article 10.1 Composition of the programme

1. The programme comprises at least a package of compulsory components and an individual Master's thesis.
2. Additionally, the programme can offer:
  - Restricted elective educational components
  - Extra-curricular components
3. Educational components are categorized as specialized (400), research oriented (500) and highly specialized (600) level.

### Article 10.2 Compulsory educational components

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

Educational component	course code	nr of EC	level
Conflict and Crimes	R_ConCr	12	400
International Criminal Courts and Tribunals	R_Int.cr.c.t	6	500
Research Methodology on Conflict and International Crimes	R_Res.meth.c	6	600
Master Thesis	R_MthICC	18	600
<b>Restricted elective educational components (18 EC), see article 10.3</b>			

### Article 10.3 Restricted elective educational components

1. The student needs to take at least 12 EC of the following electives:

Name of educational component	course code	nr of EC	level
Atrocity Actors; Perpetrators, Bystanders and Victims	R_Perp.bysta	6	500
Corporations, Conflict and International Crimes	R_CorIC	6	500
International Law Clinic	R_IntLCLin	12	600
Terrorism & Security	R_TerrSec	6	500
Transnational Organized Crime and Conflict	R_TCC	6	500

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

2. The student needs to take at least 6 EC of the following electives:

Educational component	course code	nr of EC	level
Expert Seminars (1)	R_ExpS1	3	500
Expert Seminars (2)	R_ExpS2	3	500
Expert Seminars (3)	R_ExpS3	3	500
Expert Seminars (4)	R_ExpS4	3	500

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

3. Only in exceptional cases a student can meet the requirements of passing the optional components by taking (an) other elective component(s) relevant to the overall degree programme at the Faculty of Law or a different faculty or university (Dutch or foreign). Prior approval is required from the Programme Board and Examination Board.

#### Article 10.4 Extra-curricular components

Educational component	course code	nr of EC	level
Transitional Justice in Reality; Fieldtrip	-	3	500
Center for International Criminal Justice Research Lab	R_CICJ	6	600
Amsterdam Law Forum	R_ALF	6	600

#### Research Talent Track (only after selection)

Educational component	course code	nr of EC	level
Empirical Research Skills	R_EmpO	6	600
Research Portfolio	R_AcaO	6	600
Academic Skills Researchtalent	R_PropWr	6	600

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

## 11. Evaluation and transitional provisions

### Article 11.1 Evaluation of the education

The education provided in this programme is evaluated in accordance with the faculty Kader kwaliteitszorg.

### Article 11.2 Transitional provisions

Not applicable.

Advice and approval by the Programme Committee, on 25 February 2020

Approved by the Faculty Joint Assembly, on 18 June 2020

Adopted by the board of the Faculty of Law on 25 August 2020

## Appendix I

### Article 2.1 of the Higher Education and Research (Implementation) Act Entered into force on 1 June 2018

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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 woman concerned,
- d. extenuating family circumstances,
- e. membership, including the chairmanship of:

- 1. at 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. at universities of applied science: 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 organization and the administration of the affairs of the institution,
- g. membership on the board of a student organization of any size with full legal capacity, or a similar organization of any size, whose primary task regards general societal interest and which actually develops activities for this purpose.

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 organization per academic year, as well as the eligible administrative offices.

## **Addendum** to the 2020-2021 Academic and Examination Regulations of the Masterprogramme International Crimes, Conflict and Criminology

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

### **Part B1 Programme-specific section – general provisions**

#### **Article 7.2 Admission requirements**

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

##### **for an academic degree**

they have earned at least 162 EC of the Bachelor's programme that confers entitlement to admission, under the following conditions:

- The Bachelor's degree certificate must still be obtained before 1 September 2021 or before the Master's degree certificate is obtained, whichever comes first. If this condition is not met, students will not be able to continue or complete the Master's programme.
- The Bachelor's thesis must be completed before students start working on their Master's thesis.

##### **for an HBO degree and premaster**

they have earned at least 55 EC of the premaster's programme, under the following conditions:

- The premaster's programme must still be successfully completed before 1 September 2021 or before the Master's degree certificate is obtained, whichever comes first. If this condition is not met, students will not be able to continue or complete the Master's programme.
- The premaster thesis must be completed before students start working on their Master's thesis.

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

#### **Article 7.3 Bridging or premaster's programme**

Not applicable.