

Teaching and Examination Regulations

Faculty of Science

Master's programme in Business Analytics

Academic year 2023-2024

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.	Advice OLC, approval FGV (9.38 sub b)
2. These Regulations enter into force on 1 September 2023.	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)

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. double degree programme: joint programme in the context of cooperation between Vrije Universiteit Amsterdam and an educational institution within or outside the Netherlands, as to gain a double university degree; of the VU and the educational institution concerned; though not being the same as a 'joint degree programme' according to the art. 7.3c WHW';
- c. EC (European Credit): a course credit with a workload of 28 hours of study;
- d. 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;
- e. exemption: exemption from an examination/practical/fieldwork based on an earlier successfully completed examination, or knowledge/skills of a similar content, level and scope gained outside higher education;
- f. final examination: a master's programme consists of a master's examination;
- g. 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 major or a specific curriculum within a degree programme) for which the collaborating institutions are jointly responsible;
- h. period: a part of a semester;
- i. practical exercise: the participation in a practical training 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;

- j. pre-Master's enrollee: person enrolled in a pre-Master's programme, who is not a student from a legal perspective;
- k. programme: the totality and cohesion of the units of education, teaching activities/methods, contact hours, testing and examination methods and recommended literature;
- l. SAP/SLM: the student information system (*Student Lifecycle Management*);
- m. semester: the first (September - January) or second (February - August) half of an academic year;
- n. specialisation: optional route of study within a degree programme indicating a deepening of the context of the programme (e.g. interdisciplinary or multidisciplinary);
- o. 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);
- p. study guide: the guide for the study programme that provides further details of the courses, provisions and other information specific to that programme. The Study Guide is available electronically at: <https://studiegids.vu.nl/en#/>;
- q. study monitor: dashboard for students and academic advisors with data of the student and that provides insight into the student's study progress;
- r. subject: see 'unit of education';
- s. substituting course/unit of education: see under b (double degree programme). A course obtained at the educational institute, within the context of cooperation, that is mentioned in the diploma supplement as such; not being an 'exemption';
- t. thesis: a unit comprising research into the literature and/or contributing to scientific research, always resulting in a written report;
- u. track: a study pathway within a broader Bachelor's or Master's degree programme, such as a fully English-language study pathway within a Dutch-language Bachelor's or Master's programme;
- v. unit of education: a unit of study of the programme within the meaning of the WHW;
- w. university: Vrije Universiteit Amsterdam;
- x. WHW: the Dutch Higher Education and Research Act (Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek);
- y. 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.

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
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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 study 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 an annex to the student statute.	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. An oral assessment is public unless the Examination Board determines otherwise.	Advice OLC; approval FGV (7.13 l and n)
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Article 3.4 Determining and announcing results

1. The examiner determines the result of a written examination within fifteen working days. However, the marking deadline for theses and final assignments is 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 one working day 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 theses are detailed in the relevant work placement manual, course manual of teaching 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 units of study.	Ordinance CvB, see Appendix III

3. The resit for a (partial) examination must not take place within ten working days of the announcement of the result of the (partial) examination being resat.	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) lacks only those credits to qualify for their degree; and b) has failed the examination during all the previously offered attempts unless participation in an examination was not possible for compelling reasons. The extra opportunity can only be offered if it concerns a written examination, a paper or a take home examination. This provision excludes the practical exercises and the Master's thesis. Requests for an additional examination opportunity must be submitted to the Examination Board no later than 15 July. 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 in the following academic year, 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. Partial marks 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 5.50 will be rounded down; final marks of 5.50 or higher will be rounded up. All other final marks will be expressed in whole or half marks. In case the examination of a component consists of two or more parts, each of which are graded separately, the (weighted) mean of these marks (meaning: the final mark) must be rounded off using the following table: <table><tr><th>From</th><th>To</th><th>Grade</th></tr><tr><td>1.00</td><td>1.24</td><td>1.0</td></tr><tr><td>1.25</td><td>1.74</td><td>1.5</td></tr><tr><td>1.75</td><td>2.24</td><td>2.0</td></tr><tr><td>2.25</td><td>2.74</td><td>2.5</td></tr><tr><td>2.75</td><td>3.24</td><td>3.0</td></tr><tr><td>3.25</td><td>3.74</td><td>3.5</td></tr><tr><td>3.75</td><td>4.24</td><td>4.0</td></tr><tr><td>4.25</td><td>4.74</td><td>4.5</td></tr><tr><td>4.75</td><td>5.49</td><td>5.0</td></tr><tr><td>5.50</td><td>6.24</td><td>6.0</td></tr><tr><td>6.25</td><td>6.74</td><td>6.5</td></tr><tr><td>6.75</td><td>7.24</td><td>7.0</td></tr><tr><td>7.25</td><td>7.74</td><td>7.5</td></tr><tr><td>7.75</td><td>8.24</td><td>8.0</td></tr><tr><td>8.25</td><td>8.74</td><td>8.5</td></tr><tr><td>8.75</td><td>9.24</td><td>9.0</td></tr><tr><td>9.25</td><td>9.74</td><td>9.5</td></tr><tr><td>9.75</td><td>10.0</td><td>10</td></tr></table>	From	To	Grade	1.00	1.24	1.0	1.25	1.74	1.5	1.75	2.24	2.0	2.25	2.74	2.5	2.75	3.24	3.0	3.25	3.74	3.5	3.75	4.24	4.0	4.25	4.74	4.5	4.75	5.49	5.0	5.50	6.24	6.0	6.25	6.74	6.5	6.75	7.24	7.0	7.25	7.74	7.5	7.75	8.24	8.0	8.25	8.74	8.5	8.75	9.24	9.0	9.25	9.74	9.5	9.75	10.0	10	Ordinance CvB, see Appendix III
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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, for example: s(atisfactory), g(ood), u(n)s(at)is(factory), etc. In case a student does not take part in any examination, the examiner will register the mark 'ns' (c.q. no show).	Ordinance CvB, see Appendix III
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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: - have either passed a unit of education at a university of applied science (hbo) or research university (wo) that is equivalent in terms of content and level; - 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 is excluded from this exemption possibility.	Advice OLC; approval FGV (9.38 sub b)
3. - A maximum of 18 EC for a one-year master's programme and 36 EC for a two-year master's programme can be accumulated through granted exemptions. The substituting courses (courses obtained at another educational institute within the context of a double degree, see art. 1.2) are not included. - This regulation does not apply if a student is (simultaneously) enrolled in multiple programmes, which lead to multiple degrees, where courses may be part of both programmes. In such a case, the examination board may deviate from the regulations under a.	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
2. The validity period of a partial examination is limited to the academic year in which it was sat or until the end of the unit of study concerned, as stipulated for the relevant unit of study in Section B. In exceptional circumstances, an examiner may deviate from this; this must be stated on Canvas at the start of the unit of education.	Advice OLC; approval FGV (9.38 sub b)

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, but at least ten working days before the resit opportunity for that examination, the student can submit a request to inspect their assessed work, the questions and assignments set in it, as well as the standards applied for marking. The place and time where students can inspect their work will be announced on VU.nl Dashboard or Canvas in all cases.	Advice OLC; approval FGV (7.13 p and q)
2. If a collective post-examination discussion has been organized, individual post-examination discussions will be held only if the student has attended the collective discussion or if the student was unable to attend the collective discussion through no fault of their own.	Advice OLC; approval FGV (7.13 q)
3. Students who meet the requirements stipulated in paragraph 2 can submit a request for an individual post-examination discussion to the relevant examiner. The discussion shall take place at a time and location to be determined by the examiner within the regular timetable, on campus or online.	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 a. The Student Counsellor b. Student psychologists c. Faculty academic advisers	Advice OLC; approval FGV (7.13 u)

Article 4.2 Facilities for students with a disability

1. A student with a disability 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 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 exit qualifications 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 organization 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 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 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 – general provisions

6. General programme information and characteristics

Article 6.1 Study programme information

1. The programme Business Analytics, CROHO number 66856, is offered on a full-time and combined work-study basis.	Advice OLC; approval FGV (7.13 i)
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Article 6.2 Teaching formats used and modes of assessment

1. The 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

1. The programme offers the following counselling in addition to the student counselling mentioned in Section A: - Not applicable	Advice OLC; approval FGV (7.13 u)
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7. Further admission requirements

Article 7.1 Intake date(s)

1. 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 Master's programme is possible for an applicant who has obtained a Bachelor's degree obtained at an institution of academic higher education, which demonstrates the following knowledge, understanding and skills corresponding to the exit qualifications of the Bachelor's programme Business Analytics. This is demonstrated in the following prior education requirements: - Registration for the Master's programme in Business Analytics is open to anyone who is in possession of a Bachelor's degree in Business Analytics. - An applicant with a university Bachelor's degree other than that specified in paragraph 1.a may be admitted to the programme by the Examination Board if the following conditions have been met: - the applicant's prior education, including any additional coursework, includes at least 90 credits in mathematics, computer science and/or econometrics; - the applicant's prior education, including any additional coursework, includes at least 45 credits in mathematics, including at the very least Probability and Statistics; - the applicant's prior education, including any additional coursework, includes at least 6 credits of programming in Java, Python, C++, or another formal programming language that covers the OOP paradigm;	Advice OLC, approval FGV (9.38 sub b)
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- the applicant's prior education meets the qualifications of a university Bachelor's degree programme as defined in the Dublin descriptors.	
2. Applicants who wish to follow the Research specialization must, in addition to the provisions in paragraph 1, have completed the Bachelor's programme in Business Analytics with an average mark of 7.5 or higher. An applicant with another Bachelor's degree may be admitted to the Research specialization by the Examination Board if the applicant has been awarded an average mark of 7.5 or higher for the courses that contribute to the applicant's admission as per paragraph 1.b (of the present article).	Advice OLC, approval FGV (9.38 sub b)
3. 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 sub b)
4. Applicants who have completed a prior programme of education in a language other than Dutch which entitles them to admission must demonstrate adequate command of the Dutch language, which can be evidenced by successful completion of: Not applicable	Advice OLC; approval FGV (9.38 sub b)
5. Applicants should demonstrate that they have a sufficient level of proficiency in English by meeting at least one of the following standards, no more than two years before the start of the programme: - (academic) IELTS: 6,5; - TOEFL paper based test: 580; - TOEFL internet based test: 92.	Advice OLC; approval FGV (9.38 sub b)
6. Applicants who: - completed an English-taught secondary or higher education degree in Canada, the United States, the United Kingdom, Ireland, New Zealand or Australia; or - have earned a Bachelor's or Master's degree in an English-taught programme accredited by NVAO in the Netherlands; or - have earned a Bachelor's or Master's degree in an accredited English-taught programme in another member state of the European Union; or - have obtained a Cambridge Certificate of Proficiency in English (CPE) or a Cambridge Certificate of Advanced English (CAE) with at least a score of C; or - have earned a VWO diploma or equivalent diploma in which English of a comparable level is required; or - hold a HBO degree are exempt from the requirements referred to in paragraph 5.	Advice OLC; approval FGV (9.38 sub b)
7. The Admission Board will investigate whether the applicant meets the admission requirements.	Advice OLC; approval FGV (9.38 sub b)

Article 7.3 Selection criteria

1. In addition to the admission requirements referred to in Article 7.2, the Faculty board also sets (at least two of) the following selection criteria: Not applicable	Advice OLC, approval FGV (9.38 sub b)
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Article 7.4 Pre-Master's programme

1. Applicants with a Bachelor's degree from a university of applied sciences (HBO) or a Bachelor's degree from a research university (WO) who wish to enter the programme but do not fulfill the admission requirements as stipulated in Article 7.2 can request	Advice OLC; approval FGV (9.38 sub b)
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admission to the pre-Master's programme. Article 2 of these regulations does not apply to admission to a bridging or pre-Master's programme. The provisions of sections A and B only apply to the extent that they are described in Article 7.4. Information about the programme from part B2 applies, insofar as it concerns the units of education from the pre-Master's programme.	
2. Applicants must, in addition to paragraph 1 above, also satisfy the following requirements: Not applicable	Advice OLC; approval FGV (9.38 sub b)
3. A candidate must demonstrate that they meet the language requirements, as specified in Article 7.2.	
4. The pre-Master's programme has at most 30 EC credits and is determined for each student individually. The following terms also apply: a. If the pre-Master's enrollee is completing an individualized pre-Master's programme, this is to be communicated to the enrollee in writing. b. The Examination Board can, if the pre-Master's enrollee submits a written request, exempt the enrollee from one or more examinations. c. Article 3.5.4 does not apply to pre-Master's enrollees.	Advice OLC; approval FGV (9.38)
5. Evidence that the pre-Master's programme has been completed successfully will entitle the enrollee to admission to the relevant Master's programme in the following academic year.	Advice OLC; approval FGV (9.39)
6. The pre-Master's programme must be completed within one academic year.	Advice OLC; approval FGV (9.39)

8. Examinations and results

Article 8.1 Sequence of examinations

1. Students may participate in the examinations and practical exercises of the units of education listed below only if they have passed the examination or examinations for following units of education: - Before starting an internship and/or graduation project, the student must have earned the credits of XM_0054 Research Seminar Business Analytics and all other programme credits except a shortfall of 6EC is permissible. If the student wishes to start on the internship and/or graduation project in January (2024), an additional shortfall of 6EC is permissible provided it is the credits of a course the student has followed in period 2 or period 1 and 2 (of 2023-24), has taken part in the examination and is expecting the result to be announced in January (2024).	Advice OLC; approval FGV (7.13 h, s & t)
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Article 8.2 Validity period for results

1. The validity period of the examinations and exemptions from examinations below, is limited as follows: Not applicable	Advice OLC; approval FGV (7.13 k)
2. A student may request the Examination Board to extend the validity of an exam. If the student's knowledge is demonstrably outdated, or if the student's skills and insights are demonstrably outdated, the Examination Board may impose a supplementary	Legal provision

examination, impose a replacement examination or refuse to extend the period of validity.	
3. In situations where a limited period of validity applies, the period of validity of examinations may be extended in the event of extenuating circumstances as stipulated in WHW Article 7.51, paragraph 2, with at least the period of allocated financial assistance specified in WHW Article 7.15, paragraph 1.	Legal provision

Section B2: Programme specific – content of programme

9. Programme objectives, tracks/specialisations, exit qualifications and language

Article 9.1 Workload

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

The programme has the following tracks and/or specialisations (for students enrolled in 2021 and later): a) Computational Intelligence, b) Financial Risk Management, c) Optimization of Business Processes, d) Research, where the specializations under a)-c) have two tracks: - Dual, - Professional, and the Research specialization only has the Professional track.	Approval OLC; (7.13 a)
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Article 9.3 Programme objective

The programme aims to acquire sufficient knowledge, skills and insight within the field of Business Analytics and any related disciplines to be able to operate as an independent professional at graduate level, and to be a suitable candidate for a subsequent course of study leading to a career in research or development. Another aim of the programme is to develop students' understanding of the interrelationships between disciplines, as well as their sense of social responsibility.	Advice OLC; (7.13 a)
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Article 9.4 Exit qualifications

1. At all events, a graduate of the study programme - has knowledge about advanced methods in a broad field of mathematics and computer science as applied to commercial and industrial processes; - has experience in conducting applied research in a branch of mathematics and computer science in a multidisciplinary business context; - is capable of gaining a working knowledge of other relevant branches of mathematics and computer science within a reasonable period of time; - is capable of formulating a plan for a research project based on a realistic research question; - is able to analyse and formulate research results, draw conclusions from them, and present these conclusions (in English) so that even non-specialists are able to comprehend them; - is capable of independent and critical reflection on his/her own and others' work in accordance with relevant frameworks of applicability; - is capable of writing a report in English on his/her own research that meets the prevailing academic standards in the fields of mathematics and computer science; - is capable of participating in discussions on field-specific topics of interest, in English and potentially in another language or languages;	Approval OLC (7.13 c)
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- is capable of studying the professional literature (including international publications) in relevant branches of mathematics and computer science, and of utilizing the relevant content; - has experience in modelling complex business processes using advanced methods from mathematics and computer science; - is capable of working in a multidisciplinary team and, more specifically, has sufficient knowledge of the theory and practice in the field of business economics to communicate and collaborate with experts in these areas; - has sufficient knowledge and understanding of the societal role of mathematics and computer science to decide on a responsible choice of profession and professional practice.	
2. Notwithstanding the provisions of paragraph 1, a graduate of the track/specialisation will have the following knowledge and understanding in the field of - Not applicable	Approval OLC (7.13 b)
3. Language proficiency may be taken into account in the assessment of examinations.	Approval OLC (7.13 c)

Article 9.5 Language of instruction

1. The language of instruction is English.	Approval OLC (9.18)
2. The 'Gedragcode vreemde taal' (Code of conduct foreign languages) applies.	Ordinance CvB, see Appendix III

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 or academic internship.	Ordinance CvB, see Appendix III
2. Additionally the programme can offer: - electives	Advice OLC; (7.13 a)
3. Units of education are categorized as specialized (400), research oriented (500) and highly specialized (600) level.	Ordinance CvB, see Appendix III
4. The programme comprises at most two 300-level (advanced bachelor level) courses.	Advice OLC; (7.13 a)

Article 10.2 Compulsory units of education

A detailed description per unit of education can be found in the Study Guide.

Article 10.2a Compulsory units of education common for all specializations

Unit of education	course code	nr of EC	level	Advice OLC; (7.13 a)
Advanced Machine Learning	XM_0010	6	400	
Applied Stochastic Modeling	X_400392	6	400	
Master Project Business Analytics	X_400459	36	600	
Research Seminar Business Analytics	XM_0054	6	500	
Statistical Models	X_400418	6	400	

Dual (there is no Dual track in the Research specialization)				
Unit of education	course code	nr of EC	level	Advice OLC; (7.13 a)
Dual Workperiod	XM_41010	12	500	

Professional				
Unit of education	course code	nr of EC	level	Advice OLC; (7.13 a)
Project Optimization of Business Processes	X_400213	6	500	

Article 10.2b Specialization-specific compulsory units of education

Computational Intelligence				
Unit of education	course code	nr of EC	level	Advice OLC; (7.13 a)
Deep Learning	XM_0083	6	500	
Evolutionary Computing	X_400111	6	400	
Natural Language Processing	XM_0121	6	400	

Computational Intelligence - constrained choice: at least 12 EC Dual, at least 18EC Professional				
Unit of education	course code	nr of EC	level	Advice OLC; (7.13 a)
Data Mining Techniques	X_400108	6	500	
Dynamic Programming and Reinforcement Learning	XM_0093	6	400	
Learning Machines	XM_0061	6	500	
Machine Learning for the Quantified Self	XM_40012	6	400	
Multi-Agent Systems	XM_0052	6	400	
Performance of Networked Systems	X_405105	6	400	
Web Data Processing Systems	XM_40020	6	400	

Financial Risk Management				
Unit of education	course code	nr of EC	level	Advice OLC; (7.13 a)
Applied Analysis: Financial Mathematics	X_400076	6	400	
Investments	E_EBE3_INVES	6	300	
Stochastic Processes for Finance	X_400352	6	400	

Financial Risk Management - constrained choice: at least 12 EC Dual, at least 18EC Professional				
Unit of education	course code	nr of EC	level	Advice OLC; (7.13 a)
Asset Pricing (*)	E_FIN_AP	6	400	
Data Mining Techniques	X_400108	6	500	
Derivatives	E_FIN_DER	6	400	
Dynamic Programming and Reinforcement Learning	XM_0093	6	400	
Financial Markets and Institutions	E_FIN_FMI	6	400	
Mathematical Optimization	XM_0051	6	400	
Quantitative Financial Risk Management	E_FIN_QFRM	6	400	
Quantitative Investing (*)	E_FIN_QI	6	400	
(*) : at most one out of two				

Optimization of Business Processes				
Unit of education	course code	nr of EC	level	
Dynamic Programming and Reinforcement Learning	XM_0093	6	400	
Mathematical Optimization	XM_0051	6	400	
Optimization of Business Processes	X_400422	6	400	

Optimization of Business Processes - constrained choice: at least 12 EC Dual, at least 18 EC Professional				
Unit of education	course code	nr of EC	level	Advice OLC; (7.13 a)
Advanced Linear Programming	XMM_400326	6	400	
Applied Analysis: Financial Mathematics	X_400076	6	400	
Continuous Optimization	XMM_400446	6	400	
Data Mining Techniques	X_400108	6	500	
Discrete Optimization	XMM_400445	6	400	
Entrepreneurship in Analytics and AI	XM_0090	6	400	
Evolutionary Computing	X_400111	6	400	
Mathematical Systems and Control Theory (*)	X_400180	6	400	
Performance of Networked Systems	X_405105	6	400	
Scheduling	XMM_400396	6	400	
Supply Chain Lab	E_BA_SCL	6	400	
(*) : taught every other year, yes in 2023-24				

Research				
Unit of education	course code	nr of EC	level	Advice OLC; (7.13 a)
Dynamic Programming and Reinforcement Learning	XM_0093	6	400	
Mathematical Optimization	XM_0051	6	400	
Research Paper Business Analytics	XM_0097	12	500	

Research - constrained choice: at least 12 EC				Advice OLC; (7.13 a)
Unit of education	course code	nr of EC	level	
Advanced Linear Programming	XMM_400326	6	400	
Applied Analysis: Financial Mathematics	X_400076	6	400	
Continuous Optimization	XMM_400446	6	400	
Deep Learning	XM_0083	6	500	
Discrete Optimization	XMM_400445	6	400	
Evolutionary Computing	X_400111	6	400	
Mathematical Systems and Control Theory (*)	X_400180	6	400	
Markov Chains	XBU_418085	6	300	
Queueing Theory	XMM_400397	6	400	
Scheduling	XMM_400396	6	400	
Time Series Models	E_EORM_TSM	6	400	
(*): taught every other year, yes in 2023-24				

Article 10.3 Elective units of education

1. The student can take one or more of the following electives without prior consent from the Examination Board:				Advice OLC; (7.13 a)
Name of unit of education	course code	nr of EC	level	
Advanced Linear Programming	XMM_400326	6	400	
Applied Analysis: Financial Mathematics	X_400076	6	400	
Applied Tekst Mining 1: Methods	L_PAMATLW004	6	400	
Asset Pricing (**)	E_FIN_AP	6	400	
Continuous Optimization	XMM_400446	6	400	
Data Mining Techniques	X_400108	6	500	

Deep Learning	XM_0083	6	500
Discrete Optimization	XMM_400445	6	400
Entrepreneurship in Analytics and AI	XM_0090	6	400
Financial Markets and Institutions	E_FIN_FMI	6	400
International Financial Management(*)	E_IBK3_IFM	6	300
Investments (*)	E_EBE3_INVES	6	300
Machine Learning for the Quantified Self	XM_40012	6	400
Markov Chains (*)	XBU_418085	6	300
Mathematical Optimization	XM_0051	6	400
Mathematical Systems and Control Theory (***)	X_400180	6	400
Natural Language Processing	XM_0121	6	400
Optimization of Business Processes	X_400422	6	400
Performance of Networked Systems	X_405105	6	400
Programming Large-Scale Parallel Systems	XM_40017	6	400
Project Optimization of Business Processes	X_400213	6	500
Quantitative Investing (**)	E_FIN_QI	6	400
Queueing Theory	XMM_400397	6	400
Scheduling	XMM_400396	6	400
Stochastic Processes for Finance	X_400352	6	400
Supply Chain Lab	E_TSCM_SCL	6	400
Time Series Models	E_EORM_TSM	6	400
(*) : choice should comply with Article 10.1.4 (**) : at most one out of two (***) : taught every other year, yes in 2023-24			
2. If the student wishes to take a different unit of education than listed, advance permission must be obtained in writing from the Examinations Board.			

Article 10.4 Practical exercise

Not applicable

Article 10.5 Participation in practical training and tutorials

Not applicable

11. Evaluation and transitional provisions

Article 11.1 Evaluation of the education

1. The education provided in this programme is evaluated in accordance with the document 'Kwaliteitszorg Onderwijs BETA'.	Approval OLC (7.13 a1)
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Article 11.2 Transitional provisions

By way of departure from the Teaching and Examination Regulations currently in force, the following transitional provisions apply for students who started the programme under a previous set of Teaching and Examination Regulations:	Advice OLC (7.13 a)
- The discontinued course X_400206 Research Paper Business Analytics may replace XM_0054 Research Seminar Business Analytics in Article 8.1, paragraph 1.	

- The discontinued course X_400336 Stochastic Optimization (offered last time in 2019-20) is equivalent to XM_0093 Dynamic Programming and Reinforcement Learning. - The course XM_0121 Natural Language Processing Technology up to 2021-22 existed under the code L_AAMAALG005. The credits of L_AAMAALG005 are equivalent to the credits of XM_0121. - If followed before or in 2022-23, the courses L_PAMATLW0005 Applied Text Mining 2: Domains (discontinued) and L_AAMPLIN018 Subjectivity Mining count towards the pre-approved electives (in addition to the list in Article 10.3).	
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Approval of the Programme Committee of the curriculum structure (submitted via UAS), on December 19, 2022.

Advice and approval by the Programme Committee (with the exception of the curriculum structure), on May 31, 2023.

Approved by the Faculty Joint Assembly, on June 23, 2023.

Adopted by the board of the Faculty of Sciences on June 23, 2023.

Appendix I

Overview of articles that must be included in the OER

Based on Article 7.13, paragraph 2, of the WHW and other Articles of the Act.

Section A: Faculty section

2. Study programme structure	
Article 2.1 Structure of academic year and units of education	7.13 paragraph 2 sub e
3. Assessment and examination	
Article 3.2 Type of examination	7.13 paragraph 2 sub h, l, j
Article 3.3 Oral examinations	7.13 paragraph 2 sub l, n
Article 3.4 Determining and announcing results	7.13 paragraph 2 sub o
Article 3.5 Examination opportunities	7.13 paragraph 2 sub h, j
Article 3.7 Exemption	7.13 paragraph 2 sub r
Article 3.8 Validity period for results	7.13 paragraph 2 sub k
Article 3.9 Right of inspection and post-examination discussion	7.13 paragraph 2 sub p, q
4. Academic student counselling and study progress	
Article 4.1 Administration of study progress and academic student counselling	7.13 paragraph 2 sub u
Article 4.2 Facilities for students with a disability	7.13 paragraph 2 sub m

Section B1: Programme specific – general provisions

6. General programme information and characteristics	
Article 6.1 Study programme information	7.13 paragraph 2 sub i, r
Article 6.2 Teaching formats used and modes of assessment	7.13 paragraph 2 sub l, x
[option:] Article 6.3 Academic student counselling	7.13 paragraph 2 sub u
7. Further admission requirements	
Article 7.2 Admission requirements	7.30b paragraph 1
Article 7.3 Selection criteria	7.30b paragraph 2, 5
8. Examinations and results	
Article 8.1 Sequence of examinations	7.13 paragraph 2 sub h, s, t
[option 1:] Article 8.2 Validity period for results	7.13 paragraph 2 sub k
[option 2:] Article 8.2 Validity period for results	7.13 paragraph 2 sub k

Section B2: Programme specific – content of programme

9. Programme objectives, tracks/specialisations, exit qualifications and language	
Article 9.1 Workload	7.13 paragraph 2 sub g
Article 9.2 Tracks and/or specialisations	7.13 paragraph 2 sub a
Article 9.3 Programme objective	7.13 paragraph 2 sub a
Article 9.4 Exit qualifications	7.13 paragraph 2 sub b, c
Article 9.5 Language of instruction	9.18 (implementation expected in 2020)
10. Curriculum structure	
Article 10.1 Composition of the programme	7.13 paragraph 2 sub a
Article 10.2 Compulsory units of education	7.13 paragraph 2 sub a
[Optional] Article 10.3 Elective units of education	7.13 paragraph 2 sub a
[Optional] Article 10.4 Practical exercise	7.13 paragraph 2 sub d
Article 10.5 Participation in practical training and tutorials	7.13 paragraph 2 sub d
11. Evaluation and transitional provisions	
Article 11.1 Evaluation of the education	7.13 paragraph 2 sub a1
Article 11.2 Transitional provisions	7.13 paragraph 2 sub a

Appendix II

Overview of advisory and approval rights of Programme Committees (OLC) and Faculty Joint Assembly (FGV)
(English below)

Onderwerpen Onderwijs – en Examenregeling (OER) 7.13 lid 2 WHW	FGV		OplC	
	I	A	I	A
a. de inhoud van de opleiding en van de daaraan verbonden examens				
a1. de wijze waarop het onderwijs in de desbetreffende opleiding wordt geëvalueerd				
b. de inhoud van de afstudeerrichtingen binnen een opleiding				
c. de kwaliteiten op het gebied van kennis, inzicht en vaardigheden die een student zich bij beëindiging van de opleiding moet hebben verworven				
d. waar nodig, de inrichting van praktische oefeningen				
e. de studielast van de opleiding en van elk van de daarvan deel uitmakende onderwijseenheden				
f. de nadere regels, bedoeld in de artikelen 7.8b, zesde lid, en 7.9, vijfde lid (BSA)				
g. ten aanzien van welke masteropleidingen toepassing is gegeven aan artikel 7.4a, achtste lid (verhoogde studielast)				
h. het aantal en de volgtijdelijkheid van de tentamens alsmede de momenten waarop deze afgelegd kunnen worden				
i. de voltijdse, deeltijdse of duale inrichting van de opleiding				
j. waar nodig, de volgorde waarin, de tijdvakken waarbinnen en het aantal malen per studiejaar dat de gelegenheid wordt geboden tot het afleggen van de tentamens en examens				
k. waar nodig, de geldigheidsduur van met goed gevolg afgelegde tentamens, behoudens de bevoegdheid van de examencommissie die geldigheidsduur te verlengen				
l. of de tentamens mondeling, schriftelijk of op een andere wijze worden afgelegd, behoudens de bevoegdheid van de examencommissie in bijzondere gevallen anders te bepalen				
m. de wijze waarop studenten met een handicap of chronische ziekte redelijkerwijs in de gelegenheid worden gesteld de tentamens af te leggen				
n. de openbaarheid van mondeling af te nemen tentamens, behoudens de bevoegdheid van de examencommissie in bijzondere gevallen anders te bepalen				
o. de termijn waarbinnen de uitslag van een tentamen bekend wordt gemaakt alsmede of en op welke wijze van deze termijn kan worden afgeweken				
p. de wijze waarop en de termijn gedurende welke degene die een schriftelijk tentamen heeft afgelegd, inzage verkrijgt in zijn beoordeelde werk				
q. de wijze waarop en de termijn gedurende welke kennis genomen kan worden van vragen en opdrachten, gesteld of gegeven in het kader van een schriftelijk afgenomen tentamen en van de normen aan de hand waarvan de beoordeling heeft plaatsgevonden				
r. de gronden waarop de examencommissie voor eerder met goed gevolg afgelegde tentamens of examens in het hoger onderwijs, dan wel voor buiten het hoger onderwijs opgedane kennis of vaardigheden, vrijstelling kan verlenen van het afleggen van een of meer tentamens				
s. waar nodig, dat het met goed gevolg afgelegd hebben van tentamens voorwaarde is voor de toelating tot het afleggen van andere tentamens				
t. waar nodig, de verplichting tot het deelnemen aan praktische oefeningen met het oog op de toelating tot het afleggen van het desbetreffende tentamen, behoudens de bevoegdheid van de examencommissie vrijstelling van die verplichting te verlenen, al dan niet onder oplegging van vervangende eisen				
u. de bewaking van studievoortgang en de individuele studiebegeleiding				
v. indien van toepassing: de wijze waarop de selectie van studenten voor een speciaal traject binnen een opleiding, bedoeld in artikel 7.9b, plaatsvindt (excellentietaject <u>binnen</u> een opleiding)				
x. de feitelijke vormgeving van het onderwijs				
alle overige onderwerpen die in de OER zijn geregeld maar die niet als zodanig zijn genoemd in art. 7.13 WHW onder a t/m x.				

De lettering komt overeen met de lettering van artikel 7.13 lid 2 WHW

Afkortingen:

FGV:	Facultaire Gezamenlijke Vergadering
OplC:	Opleidingscommissie
I:	Instemmingsrecht
A:	Adviesrecht

Appendix II (English)

Overview of advisory and approval rights of Programme Committees (OLC) and Faculty Joint Assembly (FGV)

Disclaimer: this is a translation which only serves as an aid. No rights may be derived from it. The Dutch document prevails.

Article 7.13, paragraph 2, of the Higher Education and Research Act	FGV		OplC	
	I	A	I	A
a. content of the programme and associated examinations				
a1. the manner in which teaching and education in the relevant programme are evaluated				
b. the content of the specialisations offered as part of the programme				
c. the programme's final attainment levels with regard to the knowledge, understanding and skills				
d. where applicable, the design of practical exercises				
e. the workload of the programme and of each of its constituent educational units				
f. the detailed rules referred to in Article 7.8b, sixth paragraph, and Article 7.9, fifth paragraph (recommendation on continuation of studies)				
g. the Master's programmes to which Article 7.4a, eighth paragraph, applies (elevated workload)				
h. the number and sequence of examinations and the times at which these can be taken				
i. the full-time, part-time or work-study structure of the programme				
j. where necessary, the order, and the periods in which and the number of times per academic year that the opportunity to sit examinations and final degree assessments is given				
k. where necessary, the period of validity for pass grades awarded for examinations, notwithstanding the authority of the Examination Board to extend this period of validity				
l. whether examinations are administered in oral, written or another form, notwithstanding the authority of the Examination Board to decide otherwise				
m. the way in which students with a disability or chronic health condition are given a reasonable opportunity to take the examinations				
n. the public nature of oral examinations, subject to the right of the Examination Board to determine otherwise in special cases				
o. the period within which the results of an examination must be announced, together with details of whether this period can be altered and if so in what way				
p. the way in which and the period within which students who have taken an examination are given the opportunity to inspect their marked work				
q. the way in which and the period within which information can be provided about the questions asked and exercises given in the framework of a written examination and about the standards used for assessment				
r. the grounds on which the Examination Board could grant exemption from the taking of one or more examinations to students who have previously passed examinations in higher education or have acquired knowledge or skills outside higher education				
s. where necessary, the stipulation that students must pass certain examinations as a condition for admission to other examinations				
t. where necessary, the obligation to take part in certain practical exercises with a view to admission to the examination in question, subject to the authority of the Examination Board to grant exemption from this obligation, with or without the imposition of alternative requirements				
u. the monitoring of academic progress and individual student support and guidance				
v. where applicable, the manner in which students are selected for a special track within a programme as referred to in Article 7.9b (excellence track within a programme)				
x. the actual design of the education provided				
<i>All other matters that are regulated in the Academic and Examination Regulations but which are not mentioned as such in Article 7.13 of the Higher Education and Research Act under points a to x.</i>				

Abbreviations used:

FGV: Faculty Joint Assembly
 OplC: Programme Committee
 I: right of approval
 A: right of advice

Appendix III**Ordinances VU CvB and Binding Guidelines (richtlijn)**

Section A, article:	Concerns:	CvB ordinance / guideline
2.1.1, 2.1.2	Year planning two semesters 8-8-4 (uniform year calendar VU-UvA)	29-9-2008 (period 2009-2015) 22-05-2014 (period 2016-2025)
2.1.3, 2.1.4	Units of education	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
3.1	Signing up for education and examinations	CvB ordinance 30-09-2010, prior consent USR.
3.4.1	Determination and publication of the results (1) Grading deadline exams ten working days (2) Theses twenty working days	(1) Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017 (2) Quality demand 11 from the VU assessment policy, CvB ordinance 15-05-2012
3.5.1	Two possibilities to take examinations per year	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
3.5.2	Retake: Most recent grade is valid A pass can be retaken	Taken from the UvA guidelines, as part of the harmonization, CvB ordinance 24-02-2014
3.5.4	One-time extra resit in relation to examination requirement	Included in (prior) model OER 16-17 following a request from committee O&O and adopted by CvB op 27-10-2015
3.6	Grades	CvB ordinance 30-09-2010, with University council's consent. As a result of harmonization UvA, the guideline: 5.5 is a pass, has been added. CvB ordinance 24-02-2014.
Section B1, article:	Concerns:	CvB ordinance / guideline
7.2	Admission criteria; at least WO Bachelor's degree	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
7.3	Selection criteria; type of criteria	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
Section B1, article:	Concerns:	CvB ordinance / guideline
10.1	Composition programme	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
10.2	Categorization of units	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017

Appendix IV

Article 2.1 of the Higher Education and Research (Implementation) Act (Uitvoeringsbesluit)

(English below)

1 De persoonlijke omstandigheden bedoeld in de artikelen 7.8b, derde lid, en 7.9, derde lid, van de wet, zijn uitsluitend:

- a. ziekte van betrokkene,
- b. lichamelijke, zintuiglijke of andere functiestoornis van betrokkene,
- c. zwangerschap van betrokkene,
- d. bijzondere familie-omstandigheden,
- e. het lidmaatschap, daaronder begrepen het voorzitterschap, van:
 - 1. bij universiteiten: de universiteitsraad, faculteitsraad, het orgaan dat is ingesteld op grond van de medezeggenschapsregeling, bedoeld in artikel 9.30, derde lid, onderscheidenlijk artikel 9.51, tweede lid, van de wet, het bestuur van een opleiding of de opleidingscommissie, alsmede het lidmaatschap van het bestuur van een stichting die blijkens haar statuten tot doel heeft de exploitatie van voorzieningen, behorende tot de studentenvoorzieningen, dan wel van een daarmee naar het oordeel van het instellingsbestuur gelet op de taak gelijk te stellen orgaan,
 - 2. bij hogescholen: de medezeggenschapsraad, deelraad, studentencommissie of opleidingscommissie.
- f. andere in de regelingen, bedoeld in de artikelen 7.8b, zesde lid, en 7.9, vijfde lid, van de wet door het instellingsbestuur aan te geven omstandigheden waarin betrokkene activiteiten ontplooit in het kader van de organisatie en het bestuur van de zaken van de instelling,
- g. het lidmaatschap van het bestuur van een studentenorganisatie van enige omvang met volledige rechtsbevoegdheid, dan wel van een vergelijkbare organisatie van enige omvang, bij wie de behartiging van het algemeen maatschappelijk belang op de voorgrond staat en die daartoe daadwerkelijk activiteiten ontplooit.
- h. andere in de onderwijs- en examenregeling, bedoeld in artikel 7.13 van de wet, op grond van artikel 7.13, tweede lid, onderdeel f, van de wet, vast te leggen persoonlijke omstandigheden,
- i. andere dan in de onderdelen a tot en met h bedoelde persoonlijke omstandigheden die, indien zij door het instellingsbestuur niet in de beoordeling zouden worden betrokken, zouden leiden tot een onbillijkheid van overwegende aard.

2 Het instellingsbestuur kan voor de toepassing van het eerste lid, onderdeel g, nadere regels vaststellen omtrent het aantal bestuursleden dat ten hoogste per organisatie per studiejaar in aanmerking komt, zomede omtrent welke bestuursfuncties in aanmerking komen.

Appendix IV (English)

Article 2.1 of the Higher Education and Research (Implementation) Act

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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 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 organization and the administration of the affairs of the institution,
- g. membership on the board of a student organization of a certain size with full legal capacity, or a similar organization 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 organization per academic year, as well as the eligible administrative offices.