

TEACHING AND EXAMINATION REGULATIONS (TER)

2018 - 2019

in accordance with Article 7.13 of the [Dutch] Higher Education and Scientific
Research Act [WHW]

**4TU MASTER'S DEGREE PROGRAMME
CONSTRUCTION MANAGEMENT AND ENGINEERING
(CME)**

DELFT UNIVERSITY OF TECHNOLOGY

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Paragraph 1 - General

Article 1 – Applicability of the regulations

1. These regulations apply to the teaching and the examinations of the Master's degree programme in Civil engineering and to the Master's degree programme in Applied Earth Sciences, hereinafter referred to as 'the programme' or 'programmes'.
2. The programme is provided under the responsibility of the Faculty of Civil Engineering and Geo Sciences at Delft University of Technology, hereinafter referred to as the 'faculty'.

Article 2 – Definitions of terms used

The terms used in these regulations should be interpreted as meaning the same as in the Higher Education and Scientific Research Act, insofar as they are defined in that Act.

The following terminology applies in this Regulation:

- | | |
|-----------------------------------|--|
| a. Act: | the Higher Education and Scientific Research Act (in Dutch, the WHW), Dutch Bulletin of Acts, Orders and Decrees, number 593 and as amended since; |
| b. academic year | the period from 1 September till 31 August of the following calendar year; |
| c. annex | the appendix (former: IR) which forms part of these Teaching and Examination Regulations; |
| d. Board of Examiners: | the programme's Board of Examiners, which has been installed in accordance with Article 7.12 of the Act; |
| e. bridging programme: | a deficiency rectifying programme aimed at moving up to a Master's degree programme, while enrolled in a Bachelor's degree programme, but without obtaining a Bachelor's degree, as stipulated in Article 7.30e or Article 7.57i of the Act; |
| f. cohort: | the group of students who have registered for a degree programme for the first time in a given academic year; |
| g. credit: | a European Credit (EC) awarded in line with the European Credit Transfer System (ECTS); one credit denotes a study load of 28 hours; |
| h. component examination: | an assessment of the knowledge, insight and skills of a student in relation to a component within a subject, as well as the marking of that assessment by at least one examiner, appointed for that purpose by the Board of Examiners; |
| i. degree: | an academic title conferred by universities and colleges as an indication of the completion of a course of study, or as an honorary recognition of achievement (here: MSc in Civil Engineering); |
| j. degree audit: | the evaluation, in which, in accordance with Article 7.10 of the Act, the Board of Examiners determines whether all examinations in the subjects of the degree programme have been successfully completed; |
| k. disability: | all conditions which are (at least for the specified period) chronic or lasting in nature and which form a structural limitation for the student in receiving education and/or sitting examinations or taking part in practicals; |
| l. education registration system: | the current education registration system is Osiris; |
| m. examination: | an assessment of the knowledge, insight and skills of a student in relation to a subject, as well as the marking of that assessment by at least one examiner, appointed for that purpose by the Board of Examiners; |
| n. examiner: | the individual who, in line with Article 7.12, Subsection 3 of the Act, has been appointed by the Board of Examiners to set the examinations; |
| o. institute: | Delft University of Technology; |
| p. interim examination: | the assessment of the examinee's knowledge, insight and skills and the results of the assessment as referred to in Section 7.10, first subsection of the WHW; |
| q. virtual learning environment: | the current learning management platform is Brightspace; |
| r. practical exercise: | subject or component of a subject aimed at the acquisition of particular skills. The following can be understood as practical exercises: <ul style="list-style-type: none"> • writing a thesis, • conducting a project or experimental design, • carrying out a project or a design/research assignment, • conducting a literature review, • completing an internship, • participating in fieldwork or an excursion, |

- s. programme:
 - conducting tests and experiments, or
 - participating in other educational activities that are considered essential and that are aimed at enabling participants to attain certain skills;
 the Master's degree courses (Civil Engineering) as stipulated in Article 7.3a Paragraph 1, Subsection b of the Act;
- t. programme duration: the duration starting from the enrolment of the student up and to including the last examination;
- u. student: a person enrolled at Delft University of Technology in order to receive education and take the examinations and the degree audit in the degree programme;
- v. study guide: a digital guide to the programme containing specific information pertaining to the various subjects;
- w. subject: a teaching unit within the programme as intended in Article 7.3, Subsection 2 and 3 of the Act; a subject can consist of a number of components;
- x. teaching period: half a semester;
- y. track: major, as stipulated in Article 7.13, Paragraph 2, Subsection b of the Act;
- z. virtual learning environment: the electronic system designed for the exchanging of teaching information;
- aa. working day: Monday to Friday with the exception of recognised national public holidays and the collective closure days.

2. The other concepts in these regulations are used in the sense in which they appear in the Act.

3. In these regulations, the term 'examination' also refers to 'interim examination', with the exception of Articles 19, 22 and 25.

Paragraph 2 - Admission and prior education

Article 3a- Admissions to the Master's degree programme (Art. 7.30b WHW) BoS advisory powers; SC advisory powers 2018-2019 (amendment RIB)

1. Individuals holding one of the following degrees have access to the education of the Master's degree programme in Construction Management and Engineering on the condition that all of the stated requirements have been met.

a. Specific university Bachelor's degree

- Bouwkunde/Architecture at Delft University of Technology or at Eindhoven University of Technology,
- Civiele Techniek/Civil Engineering at Delft University of Technology or University of Twente,
- Technische Bedrijfskunde at Eindhoven University of Technology or at University of Twente,
- Technische Bestuurskunde/Systems Engineering, Policy Analysis and Management at Delft University of Technology,
- Innovation Sciences at Eindhoven University of Technology
- University of Twente students with a BSc in Technische Bedrijfskunde are allowed, but have to do the master deficiencies in Construction.

In this, following deficiency courses can be mandatory according to the annex. Where the previous education of a student admitted to the programme does not completely match the programme, the admissions committee can specify additional courses with a total of at most 10 EC which replace one or more electives courses stated in the annex.

2. Students who do not possess the degree mentioned in subsection 1 are required to obtain proof of admission to the programme from the dean, who will seek the advice of the admission committee on this matter.

b. Other university Bachelor's degree (not including those listed in Subsection a)

The following applies to this category:

Successful completion of the stated bridging programme for admission to the Master's degree programme:

- **University Bachelor's degree:** Students who do not possess the degree mentioned in section 1 are required to obtain proof of admission to the programme from the dean, who will seek the advice of the admission committee on this matter.

Bridging programme to be followed: to be specified upon application.

c. Higher professional education degree

The following applies to this category:

Successful completion of the stated bridging programme for admission to the Master's degree programme and, if applicable, the language requirement

- higher professional education degree: Students who do not possess the degree mentioned in section 1 are required to obtain proof of admission to the programme from the dean, who will seek the advice of the admission committee on this matter.

Bridging programme to be followed: to be specified upon application.

d. Foreign degree

This category is subject to the general selection requirements of Delft University of Technology with regard to prior foreign education, based on a Cumulative Grade Point Average of at least 75% of the maximum number of points that could be earned, included in the table of countries (see website) and meeting the requirements for satisfactory linguistic mastery of English, as stated in the annex.

2. Access to the education of the Master's degree programme in Construction Management and Engineering is open to individuals who have demonstrated to the admissions committee that they possess knowledge, insight and skills at the level of the Bachelor's degree mentioned Subsections 1a, or of a university Bachelor's degree, in addition to the further requirements mentioned in Subsections 1b and 1c.

In order to obtain proof of admission, the student must meet or, as the case may be, possess:

- a. the general relevant criteria set by the Executive Board, laid down in the "Policy on fees and enrolment", laid down in Appendix 1 of the Student Charter (central part), and clarified in Part 1.2 "Entrance and admission" of the mentioned Student Charter.
 - b. a certificate, together with the accompanying list of marks, proving that he/she possesses knowledge of a sufficiently high level and broad scope to successfully complete the programme within the allotted period.
4. In order to meet the stipulations outlined in section 2, clause b, knowledge for the programme may be lacking in various subjects as long as it does not exceed the level of 12 credits. The missing subjects should be integrated into the MSc programme instead of electives.

Article 3b - Admission to the bridging programme

1. In order to be admitted to the bridging programme, the student must satisfy the general relevant criteria set by the Executive Board in the "Policy on fees and enrolment", laid down as Appendix 1 of the Student Charter (main part), and clarified in Chapter 2 "Entrance and admission" of the mentioned Student Charter.
2. The criteria mentioned in section 1 are elaborated further in the annex.

Article 3c – Completion of bridging programme prior to the degree programme

1. A student who is enrolled on a Bachelor's degree programme for a bridging programme with the aim of being admitted to the Master's degree programme at TU Delft, must complete this bridging programme within two academic years.
2. After the programme duration of the bridging programme the enrolment of the student will be cancelled. Under exceptional personal circumstances the student can submit a substantiated request for an extension of the programme duration for a period of at most twelve months.
3. The Executive Board will set the fee to be charged, as denoted in Article 7.57i of the Act, for the enrolment as student in a bridging programme and for the extension thereof, as denoted in subsection 2 of this article.
4. A substantiated request for extension must be submitted to the Board of Examiners. The Board of Examiners can decide to grant extension of the programme duration when a student is experiencing or has experienced a study delay due to circumstances that are beyond his control.

Article 4 – Not applicable

Paragraph 3 - Content and composition of the programme

Article 5 – Goal of the programme (Art. 7.13 Section 2, Subsection c WHW) BoS right of approval

1. The programme is intended to educate students to earn a Master of Science in Civil Engineering respectively in Applied Earth Sciences, whereby the final attainment levels described below must be achieved, providing them with such a level of knowledge, insight and skills in the area of Civil Engineering and Applied Earth Sciences, that graduates can fulfil positions on the labour market at the Master's level..
2. Graduates must also meet the specific final attainment levels for each degree programme, as listed below
 1. be capable of being analytical in their work, on the basis of a broad and deep scientific knowledge;
 2. be able to synthesise knowledge and to solve problems in a creative way when dealing with complex issues;
 3. possess the qualities needed for employment in circumstances requiring sound judgement, personal responsibility and initiative, in complex and unpredictable professional environments;
 4. be able to assume leading roles, including management roles, in companies and research organisations, and be able to contribute to innovation;
 5. be able to work in an international environment, helped by their social and cultural sensitivity and language and communication abilities, partly acquired through experience of team work and any study periods abroad;
 6. possess an awareness of possible ethical, social, environmental, aesthetic and economic implications of their work and the insight to act accordingly;
 7. possess an awareness of the need to update their knowledge and skills.

In addition, Master's graduates should possess the following kinds of competence:

1. required core knowledge and understanding in their field of study;
2. knowledge of methods and technical practice in their field of study;
3. training in theoretical knowledge and methods, including modelling;
4. advanced knowledge of specific areas in their field of study;
5. specific attitude and way of thinking expected in a particular subject;
6. awareness of connections with other disciplines and ability to engage in interdisciplinary work.

The MSc CME domain-specific requirements as specified below are based upon:

- a. the needs of the construction industry as well as on the needs emerging from the development of society and innovations as outlined in the "Introduction" to this document. Also, with regard to this domain, an important characteristic of the development and application of newly acquired knowledge is the fact that it has to be introduced in existing managing and engineering practices. In other words, students also have to become familiar with the management of transition processes and organizational changes in the construction industry;
- b. the domain-specific and internationally accepted qualifications as defined by the ABET organization Accreditation Board for Engineering and Technology)

The domain-specific requirements have been translated into final qualifications that fit into the 3TU Academic criteria in which the academic level of the programme is indicated as well. The Master of Science Construction Management and Engineering':

1. Competent in one or more scientific principles

The graduate has knowledge on the following sub-areas of Construction Management and Engineering, is an expert in at least one of them and is able to maintain and expand his expertise in the field of Construction Management and Engineering (for instance, by consulting relevant literature but also look for connections).

- Project and Process management in the field of Construction Engineering (i.e. complex constructions, large-scale infrastructure, urban developments)
- Legal and Governance aspects in the field of Construction Engineering
- Markets and organisations in the field of Construction Engineering
- Innovations and Integral Design in Construction Engineering
- The graduate is able to combine management theory and technical knowledge. This ability covers the knowledge and application of technical process management and innovation regarding construction and engineering processes in the subareas above.

2. Competent in doing research

- The graduate has the competence to acquire new scientific knowledge through research or systematic reflection.
- He understands the potential benefits of research and is able to understand and incorporate the results of research into his own work.

3. Competent in designing

- The graduate is able to
 - o Contribute to a functional design of complex constructions or
 - o Design management processes in the field of Construction Engineering.

This means that:

- The graduate has creativity and synthetic skills with respect to design projects
- The graduate is application-oriented towards the construction industry when designing constructions or management processes
- The graduate is able to translate technological concepts and developments into appropriate process innovations for construction.
- The graduate is able to find a balance between possible solutions of complex requirements, technical possibilities, genuine interests of the parties involved and justified value creation on scientific and operational levels

4. A scientific approach

- The graduate has the habit of reflecting upon his own work and continuously uses relevant information to improve his capabilities.
- The graduate has the attitude to endorse his personal development and enhancing his expertise.
- The graduate knows that models only approximate reality and is able to develop and use them adequately whenever this is beneficial
- The graduate makes decisions based on calculated risks, costs, time, quality, stakeholders' participation, value creation, legislation and is able to evaluate these decisions
- The graduate's scientific attitude is not restricted to the boundaries of Construction Management and Engineering, and he is able to cross these where and whenever necessary

5. Basic intellectual skills

- The graduate is able to work independently
- The graduate is able to work systematically and methodically
- The graduate is able to reflect on the complete scope of Construction Management and Engineering issues, to critically analyse and to generate novel ideas
- The graduate is able to invent his own tools, theories and techniques if these are not available

6. Competent in cooperating and communicating

- The graduate is able to work effectively in the context of a multidisciplinary environment, is able to manage complex assignments and can act in different roles depending on the situation,
- The graduate knows the importance of oral and written communication, in particular in English, and can make effective use of these, this means that:
 - a. The graduate is skilled in properly documenting and presenting results of scientific and design work, including the underlying knowledge, choices and considerations, to colleagues and to a broader public.
 - b. The graduate is competent in reasoning
 - c. The graduate adheres to existing academic conventions, such as giving proper credit and referencing.

7. Takes account of the temporal and societal context

- The graduate is able to form an opinion or judgement and contribute to discussions about complex matters related to Construction Management and Engineering
- The graduate knows that compromises are unavoidable and is able to effectively deal with these
- The graduate is aware of the disadvantages for society of certain decisions and can communicate these to the relevant parties (stakeholders). He can take the purpose of the design and its context into consideration.

Article 6 - Track (Art. 7.13 Section 2, Subsection b WHW)
BoStudies right of approval

Not applicable

Article 7 – Composition of the programme and degree audits (Art. 7.13 Section 2, Subsections a, e and g of the WHW); BoS advisory powers (a); right of approval (e and g)
(Art. 7.13 Section 2, Subsection x WHW; FSCI right of approval, BoS advisory powers)

1. The programme includes the Master's degree audit, with a study load of 120 credits. **Subsection e and g**
2. Students following two simultaneous Master's degree programmes at TU Delft must earn at least 60 additional unique credits in addition to a complete Master's degree programme of 120 credits.
3. Subjects that were part of the Bachelor's degree programme that qualified a student for admission to the Master's degree programme may not be included in the Master's degree programme. If a compulsory component has already been completed in the aforementioned Bachelor's degree programme, the Board of Examiners will designate an alternative subject. If an elective module of the degree programme has already been completed in the aforementioned Bachelor's degree programme, the student will select an alternative elective module. **Subsection a**
4. The Master's degree audit is concluded with a final test or assignment. This test or assignment demonstrates that the student possesses and is able to apply the knowledge, insight and skills acquired in the degree programme. **Subsection a**
5. The degree programme is described in the annex, along with the subjects, including the study load, number of contact hours and form of examination of each subject, as well as the programming of the examination and the language. **Subsection e and x**
6. The actual design of the education is elaborated in greater detail in the study guide. **Subsection x**

Article 8 – Form of the programme (Art. (7.13 Section 2, Subsection i WHW)
FSC right of approval, BoS advisory powers

This programme is offered exclusively as a full-time basis programme.

Article 9 – Language
FSC right of approval, BoS advisory powers

1. The teaching is in English, and the examinations and degree audits are administered in English.
2. Should a student request permission to complete one or more parts of the examination or the degree audit in a language other than English, this will be subject to the stipulations of the Board of Examiners in this regard, as laid down in the Rules and Guidelines of the Board of Examiners.

Article 10 – Honours Programme

1. Based on the criteria referred to in the Bachelor's Honours Programme, students will be selected and admitted to the Master's Honours Programme by [the Director of Studies/an Honours Coordinator established by the Director of Studies/an Honours Committee established by the Director of Studies].
2. The Master's Honours Programme comprises at least 20 credits:
 - a. At least five credits must be completed in the institution-wide component of the Master's Honours Programme: the subject 'Critical Reflection on Technology' (UD2010), and
 - b. At least 15 credits must be completed in the faculty component of the Master's Honours Programme, the composition of which (including its content and options) is described in the Honours Programme.
3. All students selected for participation in the Master's Honours Programme must submit their options for the faculty component to the director of studies, the Honours coordinator or Honours committee for approval.

4. The Board of Examiners will be responsible for assessing whether all the requirements of the Master's Honours Programme have been met.
5. Any student who has successfully completed the Master's Honours Programme will be awarded a certificate signed by the chair of the Board of Examiners and the Rector Magnificus.

Article 11 – (Compulsory) participation in the programme (Art. 7.13 Section 2, Subsection t WHW)
FSC right of approval, BoS advisory powers

1. All students are expected to participate actively in the subjects for which they are registered.
2. If necessary, there will be an obligation to participate in practical exercises, with a view to admission to the related examination. The Board of Examiners has the authority to grant an exemption from this obligation, and can require substitute requirements.
3. Any supplementary obligations are described by component in the course description (Appendix).

Article 12 - Programme evaluation (Art. 7.13 Section 2, Subsection a1 WHW)
BoS right of approval

1. The Director of Studies is responsible for the evaluation of the education.
2. The manner in which the education in the programme is evaluated is documented in a separate document, that is presented to the Faculty Student Council and the Board of Studies.
3. The Director of Studies informs the Board of Studies concerning the outcomes of the evaluation, the intended adjustments based on these outcomes and the effects of the actual adjustments.

Paragraph 4 – Registration for and withdrawal from examinations

Article 13 - Registration for written examinations
FSC right of approval; BoS advisory powers

1. Registration to participate in a written examination is compulsory and is done by entering the requested data into the education registration system (Osiris) no later than 14 calendar days before the examination. Students receive examination tickets by email as confirmation of their registration.
2. Students who have not registered within the term specified in Section 1 may request registration for that examination after this term until no later than three calendar days before the examination by entering the requested data into the education registration system (Osiris). The request will be honoured providing that places are available in the room or rooms where the examination is scheduled to take place. Students receive examination tickets by email as confirmation of their registration.
3. In the event of circumstances beyond a student's control resulting in the student being unable to register for an examination, the Board of Examiners may nevertheless permit the student to participate in the examination.
4. Students who have not registered for the examination and are therefore not included on the list of examinees can report on the day of the examination to the invigilator beginning 15 minutes before the start of the examination until the actual start. They will be admitted to the examination room, in the order that they reported to the invigilator, 30 minutes after the start of the examination, if sufficient places are available. The loss of 30 minutes of examination time cannot be compensated. Students who have been granted late access to the examination will be added to the list of examinees. The student participates in the examination subject to the validation of entitlement to participate in the examination.
5. In the situation described in the previous section, if it is found that a student was not entitled to participate in the examination, the examination work will be deemed invalid, it will not be marked and it will not count towards a result. The student may subsequently submit an appeal to the Board of Examiners, accompanied by reasons, requesting that the examination work that has been deemed invalid be declared valid and to have it assessed. The Board of Examiners will approve the request only in case of extenuating circumstances.

Article 14 – Registration for other examinations and practicals
FSC right of approval; BoS advisory powers

1. Registration for participation in an examination other than a written examination and/or practicals is compulsory, and will take place in the manner and by the deadline indicated in the study guide, on the virtual learning (Brightspace) or in the annex of the TER for the relevant examination.
2. In special cases the Board of Examiners may deviate from the period of registration referred to in subsection 1, however only in favour of the student.
3. Students who have not registered on time will not be allowed to participate in the examination and/or practicals. In exceptional circumstances the Board of Examiners may allow the student to participate in the examination.
4. In the event of unauthorised participation in an examination and/or practicals, the Board of Examiners may declare the results invalid.

Article 15 – Withdrawal from examinations
FSC right of approval; BoS advisory powers

1. Students can withdraw from an examination through education registration system (Osiris) up to three calendar days before the examination.
2. Any student who has withdrawn from an examination has to re-register on a subsequent occasion, in accordance with the provisions of Article 13 and 14.

Paragraph 5 – Examinations**Article 16 - Form of the examinations and the manner of testing in general (Art. 7.13 Section 2, Subsections h and I WHW)**
FSC right of approval, BoS advisory powers

1. Examinations (oral, written or otherwise) are taken in the manner described in the study guide.
2. The study guide contains a description of the moments at which and the numbers of times that examinations can be taken, along with their frequency, without prejudice to the provisions of these regulations concerning written and oral examinations.
3. A student may participate in an examination for a subject no more than twice in one academic year.
4. Well before a written examination, the examiner will give the students the opportunity to familiarise themselves with examples of representative examination questions and answers and the examination assessment standards.
5. In special cases, the Board of Examiners will deviate from the provisions of this Article in favour of the student.

Article 17 – Times and number of written examinations (Art. 7.13 Section 2, Subsection j WHW)
FSC right of approval, BoS advisory powers

1. **Two opportunities to take written examinations will be offered each academic year:**
 - the first opportunity is at the end of the teaching period in which the subject is taught,
 - the second opportunity is in the fifth week or at the end of the next teaching period, or during the resit period in the months July and August.
2. The number of times in which examinations are held is laid down in the annex. A timetable of all the opportunities for sitting written examinations is drawn up on an annual basis and distributed before the start of the relevant semester.
3. If there is no indication as to the number of times a particular examination can be taken in any one academic year because it relates to a subject not taught by the programme itself, the relevant stipulations in the

Teaching and Examination Regulations of the other programme will apply. The Board of Examiners reserves the right to make decisions that deviate from the norm regarding this matter.

4. Notwithstanding the provisions of section 1, there will be at least one chance in a year to sit examinations relating to subjects not taught in a given academic year.
5. In exceptional cases, the Board of Examiners may permit more than two opportunities in a year for certain examinations.

Article 18 – Oral examinations (Art. 7.13 Section 2, Subsection n WHW)
FSC right of approval, BoS advisory powers

1. For oral examinations, no more than one student shall be tested at a time, unless determined otherwise by the examiner.
2. Oral examinations shall be public, except in special cases in which the Board of Examiners has decided otherwise, or if the student has filed an objection to the public nature of the examination.
3. The oral examination is administered by at least two examiners.
4. Prior to an oral examination, the examiner must ask the student to provide proof of identity.

Article 19 – Determining and announcing the results (Art. 7.13 Section 2, Subsection o WHW)
FSC right of approval, BoS advisory powers

1. The examiner determines the result of a written examination as quickly as possible but by no later than 15 working days after the examination. The results of written interim examinations shall be announced no later than five working days before the next written interim examination.
2. The examiner determines the result of an oral examination immediately after it is administered and issues the student with a written statement of this result.
3. The examiner records the results of the assessment of a practical exercise as quickly as possible, but no later than 15 working days after the completion of the practical exercise at the designated time. In the education registration system (Osiris), the result will be dated on the date of completion of the practical exercise. With regard to a series of practical exercises in which the knowledge acquired in a previous practical exercise is important to the subsequent practical exercise, the result of the previous practical exercise shall be announced before the subsequent practical exercise. If this is not possible, the examiner shall schedule a timely discussion of the previous practical exercise.
4. The examiner is responsible for the registration and publication of the results in the education registration system (Osiris), with observance of the student's privacy. When the result of an examination is announced, the student is informed about the right of perusal as stipulated in Article 20 as well as about the possibility of appealing to the Examinations Appeals Board.
5. Contrary to the previous provisions, results achieved in the resit period in August shall be registered and published no later than the last working day of the week following the examination week in August.
6. If special circumstances prevent the examiner from registering the results on time, the examiner will report this to the Board of Examiners, accompanied by reasons, and notify the students and student administration as quickly as possible.

Article 20 – Right to inspect the results (Art. 7.13 Section 2, Subsection p WHW)
FSC right of approval, BoS advisory powers

1. Upon request, students will have the right to inspect their assessed work during a period of at least 20 working days after the announcement of the results of a written examination or the assessment of a practical exercise. Students intending to appeal against the assessment of their work will be issued with a copy of the assessed work.
2. During the period mentioned in section 1, all students who have participated in the examination can become acquainted with the questions and assignments of the relevant examination, as well as with the standards that form

the basis of the assessment.

3. The examiner can determine that the inspection or cognizance intended in sections 1 and 2 will take place at a pre-established place and at a pre-established time.
4. Students proving that they were unable to appear at such an established place and time because of circumstances outside of their control will be offered another possibility, if possible within the period mentioned in Section 1. The place and times mentioned in the first sentence will be made known in good time.

Article 21 – Discussion of the results of examinations (Art. 7.13 Section 2, Subsection q WHW)
FSC right of approval, BoS advisory powers

1. Students who have taken a written examination or who have received the assessment of a practical exercise can ask the relevant examiner for a discussion of the results during a period of 20 working days after the announcement of the results. The discussion will take place within a reasonable period, at a place and time to be determined by the examiner.
2. At the request of the student or at the initiative of the examiner, a discussion justifying the assessment will take place between the examiner and the student as soon as possible after the announcement of the result of an oral examination.
3. If a collective discussion is organised by the examiner, students may submit requests as referred to in the last section only if they have been present at the collective discussion and have motivated their requests, or if they were unable to be present at the collective discussion because of circumstances outside their control.
4. The Board of Examiners may allow de from the provisions of sections 2 and 3.

Article 22 – Period of validity of examinations (Art. 7.13 Section 2, Subsection k, Art. 7.10, Section 4 WHW).
FS Council right of approval, BoS advisory powers

1. The period of validity of the results of an examination is indefinite. The Dean can restrict the period of validity of a successfully completed examination only if the knowledge or insight that was examined has become outdated or if the skills that were examined have become outdated.
2. In cases involving a limited period of validity based on the first section, the period of validity shall be extended at least by the duration of the acknowledged delay in studies, based on the TU Delft Profiling Fund Scheme.
3. In individual cases involving special circumstances, the Board of Examiners can extend periods of validity that have been limited based on the first section or further extend periods of validity that have been extended based on the second section.
4. If a subject consists of interim examinations, the period of validity of the interim examination for which no credits are assigned shall be restricted to the period as mentioned in the study guide.

Article 23 - Exemption from an examination or obligation to participate in a practical exercise (Art. 7.13 Section 2, Subsection r WHW)
FSC right of approval, BoS advisory powers

1. After having obtained recommendations from the relevant examiner, the Board of Examiners may grant exemptions to students:
 - a. who have successfully completed an examination or degree audit in a system of higher education within or outside the Netherlands that corresponds to the examination for which the exemption has been requested in terms of content and level, or
 - b. who demonstrate that they possess sufficient knowledge and skills that have been acquired outside the system of higher education.
2. After having obtained recommendations from the relevant examiner, the Board of Examiners may grant exemption from the requirement to participate in a practical exercise with a view to admission to the related examination, possibly subject to alternative requirements.

Article 24 - Periods and frequency of degree audits (Art. 7.13 Section 2 WHW)
FSC right of approval, BoS advisory powers

In principle, the opportunity to take the Master's degree audit will be offered once each month. The dates for the meetings of the Board of Examiners shall be published before the beginning of the academic year.

Paragraph 6 - Studying with a disability

Article 25 – Adjustments to the benefit of students with disabilities or chronic illnesses
(Art. 7.13 Section 2, Subsection m WHW)
FSC right of approval, BoS advisory powers

1. Upon a written and substantiated request to that effect, students with disabilities or chronic illnesses may be eligible for adjustments in teaching and examinations. These adjustments are coordinated to the situations of the students as much as possible, but they may not alter the quality or level of difficulty of a subject or the study programme. Facilities to be provided may include modifications to the form or duration of examinations and/or practical exercises to suit individual situations or the provision of practical aids.
2. Requests as mentioned in Section 1 must be accompanied by a recent statement from a physician or psychologist or, in cases involving dyslexia, from a testing office registered with BIG, NIP or NVO. If possible, this statement should include an estimate of the extent to which the condition is impeding the student's academic progress.
3. Decisions concerning requests for adjustments relating to educational facilities are taken by the Dean or by the Director of Studies on the Dean's behalf. Decisions concerning adjustments relating to examinations are taken by the Board of Examiners.
4. Adjustments to examinations can involve the following or other matters:
 - form (e.g. replacing a written test with an oral test or vice versa, testing the required material in the form of interim examinations or granting exemptions to the attendance requirement);
 - timing (e.g. additional time for an examination, wider staggering of examinations across the examination period, granting exemptions to admission requirements or extending the period within which a component must be completed);
 - aids permitted during testing (e.g. English-Dutch dictionaries for students with dyslexia);
 - location (taking the examination in a separate, low-stimulus space).
5. Adjustments in educational facilities could include:
 - providing modified furniture in teaching and examination spaces;
 - providing special equipment (e.g. magnification or Braille equipment for students with visual impairments and blindness or loop systems and individual equipment for students with hearing impairments and deafness);
 - providing more accessible course material;
 - providing special computer facilities (e.g. speech-recognition or speech-synthesising software);
 - providing a rest area.

Paragraph 7 - Study support and (binding) recommendation on the continuation of studies

Article 26 – Study support and Monitoring of student progress (Art. 7.13 Section 2, Subsection u WHW)
FSC right of approval, BoS advisory powers

1. The Dean is responsible for providing individual study supervision to students registered for the degree programme, partly for their orientation towards potential study options within and outside the degree programme. He will also ensure that effective support and supervision is provided to students in making choices related to their studies.
2. The examination and study programme applying to each student is documented in the education registration system (Osiris).
3. The Student Administration is responsible for ensuring that all students are able to review and check their results in the education registration system (Osiris).

Article 27 – *Not applicable.*

Paragraph 8 - Final provisions

Article 28 – Conflicts with the regulations

In the case of conflict between provisions in the study guide or other document concerning the relevant teaching and examination education and study programme and these regulations, the provisions of these regulations shall take precedence.

Article 29 – Amendments to the regulations

1. Amendments to these regulations are adopted separately by the Dean.
2. Amendments that are applicable to the current academic year will be made only if they would not reasonably damage the interests of students.
3. Amendments to these regulations may not lead to disadvantageous changes to any decisions that have been made with regard to individual students.

Article 30 – Transitional regulations

1. If the composition of the degree programme undergoes substantive changes, transitional measures will be established and published through the Dean.
Transitional measures can be found in the TER of the cohort involved.
2. These transitional measures shall include at least the following:
 - a. an arrangement regarding exemptions that may be obtained based on examinations that have already been passed;
 - b. the period during which the transitional arrangement shall be valid.
3. Students shall follow the degree programme as it applied or applies during the first academic year of their enrolment, unless components of the programme are no longer offered. In such cases, students must transfer according to the applicable transitional measures. Deviations require the approval of the Board of Examiners. Before submitting a request to this end, the student must have first obtained recommendations from an academic counsellor.
4. If a subject within a degree programme is cancelled, four opportunities for taking the examination in this subject shall be offered after it has been taught for the last time: the examination at the end of the teaching of the subject, a resit in the same academic year and two resits in the following academic year.

Article 31 – Announcement

1. The Dean is responsible for ensuring a suitable announcement of these regulations and any amendments to them.
2. In any case, the Teaching and Examination Regulations are to be posted on the programme's website.

Article 32 – Entry into force

These Regulations shall enter into force on 1 September 2018.

Drawn up by the dean of the faculty on 24-07-2018.

ANNEX to Art. 3 of the Model TER (for Master's degree programmes)Language level for individuals holding a higher professional education degree (c)

The English language, through the successful completion of one of the following tests:

- A TOEFL iBT (Test of English as a Foreign Language internet-Based Test) with an overall band score of at least 90, or
- an IELTS (academic version) with an overall Band score of at least 6.5, or
- a proof of completion of the 'Certificate of Proficiency in English' (CPE) or the 'Certificate in Advanced English' (CAE), both of the University of Cambridge

Certificates must have been completed successfully before the start of the bridging programme.

The following candidates shall be exempted from the requirement to pass an English language test:

- Nationals from the USA, UK, Ireland, Australia, New Zealand or Canada
- Applicants with a Dutch Pre-university (VWO) certificate
- Applicants who have obtained a higher professional education degree in an English-language programme.

Language level for individuals holding a foreign degree (d)

The English language, through the successful completion of one of the following tests:

- A TOEFL iBT (Test of English as a Foreign Language internet-Based Test) with an overall band score of at least 90 and a minimum score of 21 for each section, or
- an IELTS (academic version) with an overall Band score of at least 6.5 and a minimum score of 6.0 for each section, or
- a proof of completion of the 'Certificate of Proficiency in English' (CPE) or the 'Certificate in Advanced English' (CAE), both of the University of Cambridge

Certificates older than two years shall not be accepted.

The following candidates shall be exempted from the requirement to pass an English language test:

- Nationals from the USA, UK, Ireland, Australia, New Zealand or Canada
- Applicants who have obtained a Bachelor's degree in one of the countries mentioned.

