



Professional bachelor's programme - Teaching and Examination Regulations

Professional bachelor's programme in Leisure & Events Management - Teaching and Examination Regulations

Breda University of Applied Sciences

2023-2024 academic year (1 September 2023 – 31 August 2024)

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Contents

CHAPTER 1	GENERAL	6
ARTICLE 1.1	DEFINITIONS	6
ARTICLE 1.2	GENERAL PROVISIONS	10
ARTICLE 1.3	APPLICABILITY	10
ARTICLE 1.4	RULES OF CONDUCT	11
ARTICLE 1.5	EVALUATION OF TEACHING	11
1.5.1	<i>General</i>	11
1.5.2	<i>Academy-specific</i>	12
CHAPTER 2	CONTENT AND STRUCTURE OF THE DEGREE PROGRAMME	13
ARTICLE 2.1	THE OBJECTIVE OF THE DEGREE PROGRAMME, AND COMPETENCIES	13
ARTICLE 2.2	ADMISSION REQUIREMENTS FOR EACH DEGREE PROGRAMME	13
ARTICLE 2.3	TYPE OF PROGRAMME	13
ARTICLE 2.4	LANGUAGE	13
ARTICLE 2.5	REGULAR 4-YEAR PROGRAMME	13
2.5.1	<i>General</i>	13
2.5.2	<i>First year</i>	13
2.5.3	<i>Years 2 and 3</i>	14
2.5.4	<i>Resit, early termination and duration of validity of work placements</i>	15
2.5.5	<i>Graduation year</i>	15
ARTICLE 2.6	ACCELERATED 3-YEAR PROGRAMME FOR VWO GRADUATES	15
2.6.1	<i>General</i>	15
2.6.2	<i>First year</i>	15
2.6.3	<i>Year 2</i>	16
2.6.4	<i>Graduation year</i>	16
ARTICLE 2.7	ABRIDGED 3-YEAR PROGRAMME	16
2.7.1	<i>General</i>	16
2.7.2	<i>Years 1 and 2</i>	17
2.7.3	<i>Graduation year</i>	17
ARTICLE 2.8	ABRIDGED 3-YEAR PROGRAMME FOR MBO GRADUATES	17
ARTICLE 2.9	BUILDING BLOCKS	17
2.9.1	<i>Minors, general</i>	17
2.9.2	<i>Minors offered by Breda University of Applied Sciences</i>	17
2.9.3	<i>External minors provided through Kies op Maat</i>	18
2.9.4	<i>External minors not provided through Kies op Maat</i>	18
2.9.5	<i>Exchange</i>	18
2.9.6	<i>Work placement and practical assignment</i>	18
2.9.7	<i>Graduation assignment</i>	18
2.9.8	<i>Graduating in your own company (as an entrepreneur)</i>	18
2.9.9	<i>Double degree</i>	19
2.9.10	<i>Attractions and Theme Parks Management (ATPM)</i>	19
2.9.11	<i>Strategic Business Management and Marketing pre-master's programme (SBM)</i>	19
ARTICLE 2.10	EXCELLENCE TRACK IN ENTREPRENEURSHIP	19
ARTICLE 2.11	ASSOCIATE DEGREE	20
ARTICLE 2.12	TRANSITIONAL ARRANGEMENTS DUE TO CHANGES TO CURRICULUM	20
CHAPTER 3	STUDY RECOMMENDATION AND BINDING REJECTION	20
ARTICLE 3.1	RECOMMENDATION ON CONTINUATION OF STUDIES AT THE END OF THE FIRST YEAR	20
ARTICLE 3.2	'PROPEDEUSE' STUDY RECOMMENDATIONS IN THE CASE OF EARLY TERMINATION OF ENROLMENT AFTER 1 FEBRUARY	21
ARTICLE 3.3	REVOCATION OF NEGATIVE STUDY RECOMMENDATION	21

CHAPTER 4	STUDENT COUNSELLING AND STUDY PROGRESS	22
ARTICLE 4.1	STUDENT COUNSELLING	22
ARTICLE 4.2	STUDENT COUNSELLING AT THE ACADEMY/ON THE DEGREE PROGRAMME	22
ARTICLE 4.3	PERSONAL CIRCUMSTANCES	22
ARTICLE 4.4	PERSONAL CIRCUMSTANCES AND THE ROLE OF THE STUDENT COUNSELLOR	22
ARTICLE 4.5	STUDYING WITH A FUNCTIONAL IMPAIRMENT	23
ARTICLE 4.6	REGISTRATION OF STUDY PROGRESS	23
CHAPTER 5	INTERIM EXAMINATIONS.....	24
ARTICLE 5.1	COMPETENCE-ORIENTED TEACHING AND OBTAINING ECTS CREDITS	24
ARTICLE 5.2	HOW EXAMINATIONS ARE ORGANISED	24
ARTICLE 5.3	SEQUENCE OF INTERIM EXAMINATIONS.....	24
ARTICLE 5.4	TIME AND FREQUENCY OF EXAMINATIONS.....	25
ARTICLE 5.5	REGISTERING FOR EXAMINATIONS	25
5.5.1	<i>Regular registration</i>	25
5.5.2	<i>Option of de-registering</i>	25
ARTICLE 5.6	PREVENTED FROM TAKING AN EXAMINATION.....	26
ARTICLE 5.7	EXAMINATION RULES.....	26
ARTICLE 5.8	ASSESSMENT OF EXAMINATIONS.....	26
5.8.1	<i>General</i>	26
5.8.2	<i>Assessment of work placements and practical assignments</i>	27
5.8.3	<i>Assessment of the graduation assignment</i>	27
ARTICLE 5.9	PUBLICATION OF EXAMINATION RESULTS	27
ARTICLE 5.10	PERIOD OF VALIDITY	27
ARTICLE 5.11	RIGHT OF INSPECTION.....	28
ARTICLE 5.12	RIGHT OF APPEAL	28
ARTICLE 5.13	INDIVIDUAL EXEMPTIONS	28
5.13.1	<i>Exemptions from examinations</i>	28
5.13.2	<i>Board of examiners assessment parameters for granting an exemption</i>	29
ARTICLE 5.14	REGULATIONS ON EMERGENCIES	29
ARTICLE 5.15	FRAUD	29
5.15.1	<i>Definitions</i>	29
5.15.2	<i>Procedure</i>	30
5.15.3	<i>Sanctions</i>	31
ARTICLE 5.16	EXAMINATION CERTIFICATE	31
CHAPTER 6	FINAL EXAMS	32
ARTICLE 6.1	FIRST-YEAR FINAL EXAM.....	32
ARTICLE 6.2	MAIN-PHASE FINAL EXAM.....	32
6.2.1	<i>Main-phase final exam as part of the professional bachelor's programme</i>	32
6.2.2	<i>Final exam as part of the Associate Degree</i>	32
ARTICLE 6.3	COMPENSATION ARRANGEMENTS	32
6.3.1	<i>General</i>	32
6.3.2	<i>Additional provisions in the first year</i>	32
6.3.3	<i>Additional provisions in the main phase</i>	32
6.3.4	<i>Additional provisions in the Associate Degree</i>	33
ARTICLE 6.4	PUBLICATION OF EXAM RESULTS.....	33
ARTICLE 6.5	THE AWARDING OF DEGREES.....	33
6.5.1	<i>Professional bachelor's degree</i>	33
6.5.2	<i>Associate degree</i>	33
ARTICLE 6.6	CUM LAUDE CLASSIFICATION	33
CHAPTER 7	COMMITTEES	35
ARTICLE 7.1	BOARD OF EXAMINERS	35
ARTICLE 7.2	BUAS PARTICIPATION COUNCIL.....	35
ARTICLE 7.3	DEGREE PROGRAMME COMMITTEE.....	35
ARTICLE 7.4	OTHER COMMITTEES.....	35

CHAPTER 8	ADOPTION OF AMENDMENTS TO THE TEACHING AND EXAMINATION REGULATIONS	36
ARTICLE 8.1	ADOPTION AND ENTRY INTO FORCE	36
ARTICLE 8.2	AMENDMENTS.....	36
ARTICLE 8.3	UNFORESEEN CIRCUMSTANCES	37
CHAPTER 9	OTHER PROVISIONS	38
ARTICLE 9.1	HARDSHIP CLAUSE.....	38
ARTICLE 9.2	RETENTION PERIODS	38
9.2.1	<i>Retention period for exemption decisions</i>	<i>38</i>
9.2.2	<i>Retention period for recommendations on whether students should continue their studies</i>	<i>38</i>
9.2.3	<i>Retention period for examinations</i>	<i>38</i>
9.2.4	<i>Retention period for examination statements.....</i>	<i>39</i>
9.2.5	<i>Retention period for certificates</i>	<i>39</i>
9.2.6	<i>Retention period - fraud.....</i>	<i>39</i>
9.2.7	<i>Retention period - appeals</i>	<i>39</i>
ATTACHMENT 1	CODE OF CONDUCT FOR TEACHING IN THE ENGLISH LANGUAGE.....	40
ATTACHMENT 2	COMPETENCIES	41
ATTACHMENT 3	ENROLMENT ON A MINOR	42
ATTACHMENT 4	ASSESSMENT AND CONCLUSION	43
ATTACHMENT 5	LEISURE & EVENTS MANAGEMENT ENGLISH PROGRAMME.....	45

Chapter 1 General

Article 1.1 Definitions

In these regulations, the following terms are defined as follows:

Academy	Organisational unit as referred to in Section 10.3a of the WHW, in which one or more degree programmes are offered.
Academy director	Manager of an academy. The academy director has final responsibility for the day-to-day affairs of an academy, in accordance with the duties and powers invested in him/her by the Executive Board.
Academy council	A body established in each academy, as referred to in Section 10.25 of the WHW, that exercises the right of consent and the right to prior consultation that accrues to the BUAs participation council, in relation to matters that affect the academy. For more information, see the Employee and Student Participation Regulations.
Accreditation	The accreditation stating that a degree programme meets the required quality standards, as referred to in Section 1.1 under s of the WHW.
Area of specialisation	A cohesive whole of teaching in relation to a specific substantive discipline in the main phase of a degree programme.
Assessment	A specific examination in which a student receives a realistic professional assignment, or in which he/she carries out professional activities, through which the assessor is able to establish the degree to which the student has mastered the relevant competencies and their constituent skills.
Associate degree programme	A degree programme as referred to in Sections 7.3 and 7.3a paragraph 2 of the WHW. Students who successfully complete this programme are awarded an Associate degree (AD).
Assessment results	A compilation of results registered by the examiner(s). These result compilations are registered in the Osiris study progress system.
Management and Administrative Regulations	Regulations in which the Executive Board determines how the administration, management, and structure of the institute are organised, as referred to in Section 10.3b of the WHW.
Cohort	A group of students who start a degree programme at the same time.
The Examination Appeals Board	A judicial body established in accordance with Section 7.60 of the WHW, to which students may appeal decisions covered by Section 7.61 of the WHW.
Executive Board	Executive body of Stichting Breda University of Applied Sciences, as referred to in Section 10.2 of the WHW in conjunction with Articles 3 to 5 and Article 7 of the Articles of Association of the foundation.
Competency-oriented teaching	Teaching in which the learning outcomes are expressed in competencies.

CROHO	'Centraal Register Opleidingen Hoger Onderwijs' (central register of higher education degree programmes), as referred to in Section 6.13 paragraph 1 of the WHW.
CROHO domain	Categorisation in teaching sectors.
Course	Part of a degree programme that is concluded with an examination. The study load of a course is generally expressed in whole ECTS credits. If necessary, this may also be expressed using up to two decimal places.
Diploma supplement	A supplement to a degree certificate, as referred to in Section 7.11 paragraph 4 of the WHW, with the aim of clarifying the nature and the content of the completed degree programme, and with a view to enabling recognition of the degree programme at international level. Supplements are written in English and comply with the European standard format.
Double degree	Graduation programme that, if completed successfully, confers the right to a certificate for both degree programmes. The second degree programme may be taken at either Breda University of Applied Sciences or at any other institute.
ECTS credit	A unit by which the study load for students is expressed. One ECTS credit equals 28 hours of study.
Final exam	All the successfully completed examinations for the courses that form part of a degree programme, and possibly including an investigation (by examiners appointed by the board of examiners) of the student's knowledge, insight, and skills.
Board of examiners	The body as referred to in Section 7.12 paragraphs 1 and 2 of the WHW that establishes, in an objective and professional manner, whether a student has met the conditions set by the Teaching and Examination Regulations regarding the knowledge, insights and skills required to obtain a degree. Every degree programme or group of degree programmes has its own board of examiners. See also the Board of Examiners Regulations.
Curriculum	A group of related courses with a set standard for assessing examinations.
Examiner	Member of staff, as well as experts from outside the institute, who are designated by the board of examiners to conduct examinations and determine the results, in accordance with Section 7.12, paragraph 1 of the WHW.
External student	Any person who is enrolled at Breda University of Applied Sciences in accordance with Section 7.36 of the WHW who is only entitled to take examinations and final exams. External students do not have the right to receive any kind of teaching.
Certificate	A document issued by the board of examiners, as referred to in Section 7.11 paragraph 2 of the WHW, stating that the final exam of a degree programme has been completed successfully.
Professional bachelor's programme	A degree programme as referred to in Sections 7.3 and 7.3a paragraph 2 of the WHW. Students who successfully complete this

	programme are awarded a bachelor's degree. See also: degree programme.
Institute	Breda University of Applied Sciences.
ISAT code	Code under which a degree programme is officially registered at CROHO.
LMS	Learning Management System
Management team	Academy individuals who are responsible for the academy's policies and who are appointed for that purpose by the Executive Board.
BUas participation council	An independent body, as referred to in Section 10.17 of the WHW. Elected employees make up half of the membership of this body; the other half are elected students. For more information, see the Employee and Student Participation Regulations.
Minor	A curriculum of 30 ECTS credits that is done during the graduation year. Minors are either broad-based (may be taken anywhere at the university) or in-depth (associated with a particular study programme). In some cases, minors may be taken at another institute of higher education.
Microcredentials	A reliable and recognised certificate by which professionals can demonstrate what they know, are able to do, and understand after successfully completing a brief unit of study in the context of contract education.
Additional previous education requirements	Additional requirements, as referred to in Section 7.25 of the WHW, that previous education must meet for admission to a higher education degree programme.
The official time period for completing studies	Number of hours of study required for a degree programme, divided by 60 ECTS credits, expressed in years.
Dutch-Flemish Accreditation Organisation Degree programme	The accreditation organisation responsible for assessing higher education degree programmes in the Netherlands and Flanders.
Degree programme committee	A cohesive whole of courses, as referred to in Section 7.3 of the WHW.
Degree programme committee	A co-participation body established for each degree programme or group of programmes, as referred to in Section 10.3c of the WHW, and which has the right of consent and the right of prior consultation with regard to parts of the Teaching and Examination Regulations. For more information, see the Employee and Student Participation Regulations.
Osiris	The student information system.
Main phase	The second part of a degree programme that follows the first year, as referred to in Section 7.30 of the WHW.
First year	The first part of a professional bachelor's programme (60 ECTS credits), which is followed by the main phase, as referred to in Section 7.8 paragraphs 2 and 4 of the WHW.
First-year and main-phase final exam	See Final exam.

Selection list	The list stating how long the university must retain archived documentation.
Semester	A period of 20 successive academic weeks.
Student	Any person who is enrolled at Breda University of Applied Sciences in accordance with Section 7.32 of the WHW.
Student counsellor	An officer whose core task is to guide, inform, and advise students and potential students on study and educational matters.
Study recommendation	A recommendation, as referred to in Section 7.8b paragraphs 1 and 2 of the WHW, issued no later than at the end of a student's first year of enrolment, on whether the student should continue with their degree programme.
Study load	The study load expressed in ECTS credits, as referred to in Section 7.4 paragraph 1 of the WHW.
Academic year	The period beginning on 1 September and ending on 31 August of the following year, as referred to in Section 1.1 sub k of the WHW. An academic year accounts for 60 ECTS credits (1,680 hours).
Study coach/mentor	A member of the programme staff with the task of coaching and guiding a group of students.
Examination	An investigation, as referred to in Section 7.10 paragraph 1 of the WHW, into the knowledge, insight, and skills of students, as well as the assessment of the results of that investigation.
Previous education requirements	Requirements, as referred to in Section 7.24 of the WHW, that are needed for admission to a higher education degree programme.
Bachelor's degree programme	A degree programme as referred to in Sections 7.3 and 7.3a paragraph 1 of the WHW. Students who successfully complete this programme are awarded a bachelor's degree. See also: degree programme.
WHW/Act	The Dutch Higher Education and Research Act, including any amendments.
Comprehensive programme	The degree programme has a comprehensive programme - the general programme in Leisure & Events Management. Any student who does not choose a specialisation takes this programme. The comprehensive programme takes up the whole of the main phase.
Competency	Acting and reflecting competently, based on knowledge, skills and attitudes, in a particular role and professional context, at a particular level.
Specialisation	A choice students can make after successfully completing their first year. Their specialisation covers the whole of the main phase.
Study handbook	The study handbook contains all relevant information about each degree programme variant or specialisation, and is available at the start of the academic year.

Article 1.2 General provisions

- 1 In accordance with Section 7.59 of the WHW, Breda University of Applied Sciences has a Students' Charter that is adopted by the Executive Board, following the consent of the BUAs participation council. The Students' Charter consists of a section specific to the whole university and of a section specific to degree programmes. The former is contained in a separate document. The Teaching and Examination Regulations form part of the degree programme-specific section of the Students' Charter.
- 2 The Teaching and Examination Regulations are in compliance with the rules and regulations of the 'Professional bachelor's programmes - Teaching and Examination Regulations regulatory framework'. The date of adoption of the Teaching and Examination Regulations regulatory framework by the Executive Board and the date of consent by the BUAs participation council are shown in the status section on the front page of the Teaching and Examination Regulations.
- 3 The Teaching and Examination Regulations are approved by the academy director in accordance with Article 8.1 of these regulations.
- 4 The academy director is responsible for an annual evaluation of the Teaching and Examination Regulations. Among the aspects this involves is consideration of the time-related study load on students, with a view to adjusting this if necessary (Section 7.14 of the WHW).
- 5 The way in which the Teaching and Examination Regulations are implemented is evaluated by the degree programme committee. The degree programme committee presents the results of its evaluation to the academy director.
- 6 The Dutch version of the Teaching and Examination Regulations shall prevail over the English-language version.
- 7 The provisions of these regulations shall only be lawful if and insofar they are not in conflict with any of the provisions of the WHW.

Article 1.3 Applicability

- 1 These Teaching and Examination Regulations apply to the 2023-2024 academic year, which runs from 1 September 2023 until 31 August 2024.
- 2 The Teaching and Examination Regulations, as referred to in paragraph 1, apply to every student enrolled on a degree programme, as mentioned in paragraph 5.
- 3 The term 'degree programme', as mentioned in paragraph 2, means all forms of this programme in accordance with its CROHO registration.
- 4 If, on 1 September of the academic year, the decision-making process in relation to the Teaching and Examination Regulations for that academic year has not been completed, the Teaching and Examination Regulations from the previous academic year shall remain in force until said process has been completed.
- 5 These Teaching and Examination Regulations set down the rights and obligations of students on the following degree programme:

Name of degree programme	Leisure & Events Management
English-language programme name	35521
ISAT code	35521
Degree (in full)	Bachelor of Arts
Degree (abbreviated)	BA

together with the associated obligations on the Executive Board, the academy director, the board of examiners, the degree programme committee, and the programme staff.

- 6 References in these Teaching and Examination Regulations to 'student' or 'students' also include external students, unless stated otherwise.
- 7 References in these Teaching and Examination Regulations to 'he' or 'his' should be read as 'he/she' or 'his/her'.
- 8 References in these Teaching and Examination Regulations to the student counsellor refer to one of the student counsellors in the relevant academy.
- 9 References in these Teaching and Examination Regulations to 'course' should be read as 'project', 'training course', 'module', 'studio', or 'learning arrangement'.
- 10 References in these Teaching and Examination Regulations to 'examination' should be read as 'interim examination', 'assignment' or 'assessment'.
- 11 References in these Teaching and Examination Regulations to the board of examiners refer to the board of examiners of the relevant bachelor's or AD degree programme.
- 12 Statements referring to 'notifications to students' in these Teaching and Examination Regulations concern notifications by e-mail (to the university e-mail address), the internet, intranet, portal, LMS, Osiris, in writing, or verbally.
- 13 References are made on several occasions in these Teaching and Examination Regulations to other regulations. These regulations are available for viewing via the intranet, portal, or internet, unless stated otherwise.
- 14 References in these Teaching and Examination Regulations to Leisure & Events Management should be read as Leisure & Events Management (LEM), and vice versa.

Article 1.4 Rules of conduct

Section 7.57h of the WHW

- 1 In order to ensure order at Breda University of Applied Sciences, the Executive Board has adopted rules of conduct for students. These rules form part of the Students' Charter.
- 2 Students may not copy, distribute or electronically record lectures (or parts of lectures), without the written (including by chat or e-mail) consent of the lecturer.

Article 1.5 Evaluation of teaching

1.5.1 General

Breda University of Applied Sciences quality assurance system

The following surveys are conducted on a structural basis throughout the university in order to monitor quality and satisfaction.

Survey group	Name of survey	Frequency of survey	Report	Topics	Special points
Current students	National Student Survey	Annually	End of May	Satisfaction among students regarding degree programmes, lecturers, study facilities, the environment, and other matters	Benchmark NL, specific questions about Breda University of Applied Sciences once every two years
Alumni	HBO monitor	Annually	April/May	Satisfaction among alumni regarding degree programmes, relevance of	Benchmark NL, option of adding own questions

				degrees programme to work, and other matters	
University dropouts	Exit survey	Annually	Autumn	Reasons for stopping, choice of study, expectations, plans, and other matters	
International students	International Student Survey	Biennial	January/February	Satisfaction, social life, intercultural skills	

1.5.2 Academy-specific

Responsibility in the academies for the quality of teaching lies with the academy director. Each academy has the scope to organise and coordinate its quality assurance operations, within the parameters set by the university, according to the specific features of its own teaching. The academies compile annual reports on the quality of their teaching. Every degree programme is covered in the annual reports. The annual reports describe the quality, quality policies, and the improvement measures in the academies and the degree programmes.

The quality of teaching in Leisure & Events Management is monitored in various ways. The general method used is the Plan, Do, Check, Act cycle.

The degree programme uses the surveys held throughout BUAs. Qualitative and quantitative surveys are also carried out on specific parts of the degree programme. When, about what, and how is determined by the teaching teams. A quality team exists for providing advice and support on this matter. The minimum requirement for a teaching team is that a survey among all students be held once a year. The surveys contain a number of standard questions that reflect the accreditation topics. The quality team also conducts field research among work placement and graduation companies. In the case of newly developed teaching, the teachers themselves may also be surveyed.

Evaluation outcomes are discussed within the teams, with management, and in the degree programme committee, which can base its advice on these outcomes. Where necessary, improvements may be planned and carried out.

Chapter 2 Content and structure of the degree programme

Article 2.1 The objective of the degree programme, and competencies

- 1 The objective of the Leisure & Events bachelor's degree programme is to ensure that graduates possess the professional competencies associated with the programme (see Appendix 2).

Article 2.2 Admission requirements for each degree programme

Section 7.24 et seq of the WHW

The (additional) previous education requirements are contained in the Application and Enrolment Regulations. The Application and Enrolment Regulations form an integral part of the Teaching and Examination Regulations and can be found on the website/LMS.

Article 2.3 Type of programme

Sections 7.4b, 7.5, 7.7, and 7.9a of the WHW

- 1 The degree programmes are full-time programmes.
- 2 The bachelor's programmes have the following variants:
 - Regular 4-year programme: Dutch language
 - Regular 4-year programme: English language
 - Accelerated 3-year programme for VWO graduates: Dutch language
 - Accelerated 3-year programme for VWO graduates: English language
 - Abridged 3-year programme for MBO graduates / tailor-made track for HAVO graduates: Dutch language
 - Abridged 3-year programme for MBO graduates / tailor-made track for HAVO graduates: English language

Article 2.4 Language

Section 7.2 of the WHW

- 1 The teaching and the examinations are in Dutch. The teaching and examinations of the international variant of the degree programme are in English. The use of the English language is subject to a code of conduct (Appendix 1).

Article 2.5 Regular 4-year programme

Sections 7.4 and 7.4b of the WHW

2.5.1 General

- 1 The professional bachelor's degree programme is worth 240 ECTS credits and consists of a first year worth 60 ECTS credits and a main phase worth 180 ECTS credits. The official period of time for completing the programme is four years. The first year has an orientational, selective, and referral function.
- 2 The degree programme curricula are shown in one or more study handbooks. The provisions in the study handbooks form an integral part of these Teaching and Examination Regulations.

2.5.2 First year

- 1 All the content related to the first-year 60 ECTS credits is taught during this year, during which all the examinations related to that content are held as well.
- 2 The programme and the number of ECTS credits available for each course, as well as any compensation arrangements, are shown in Appendix 2 (see also Article 3.3.1).

- 3 Until 30 September, students may switch from the Leisure & Events Management (LEM-EN) programme to Leisure & Events Management (LEM-NL) and vice versa without the involvement of the board of examiners. The second opportunity to switch between the two programmes without the involvement of the board of examiners is between semesters 1 and 2. However, any student resitting a semester 1 examination as a result of not passing the first exam must do so in the 'original' language.

2.5.3 Years 2 and 3

- 1 Before the start of their second year of study, students may decide to leave the comprehensive Leisure & Events programme and specialise. The specialisations are shaped around the professional field. See the study guide or handbook.
- 2 Admission to a specialisation is based on a matching procedure. The procedure may differ from one specialisation to another. The general guidelines and timetable of the matching procedures are made available to students by 1 January of their first year at the latest.
- 3 The study handbook contains the criteria students must meet in order to be eligible for a specialisation. A selection procedure applies only if demand exceeds the number of available places. In such cases, a selection committee will decide which students join which specialisation.
- 4 Before students are able to make their decision (by 1 January of the academic year), the academy announces how many places are available for each specialisation.
- 5 The comprehensive Leisure & Events programme is given in Dutch-language and English-language variants (see language guidelines). In the Dutch variant, some parts may be given in English.
- 6 If a student embarks on a specialisation, their enrolment (L&E-NL or L&E-EN) is determined by the form the specialisation takes.
 - Dutch language, enrolment on L&E – NL
 - English language, enrolment on L&E – EN
 - Hybrid, enrolment on L&E – NL or L&E-EN, depending on choice of language
- 7 The options for switching are:
 - a) from an English-language programme/specialisation to a Dutch-language programme/specialisation, and vice versa (does not apply to hybrid programmes)
 - b) from the comprehensive programme (English and Dutch) to a specialisation or vice versa
 - c) from one specialisation to another.

In the case of a) and b): students may switch in semester 3 until 30 September or during the period between semesters 3 and 4 without the involvement of the board of examiners.
In the case of c): this is possible only in consultation with the specialisation and is subject to the matching procedure.

However, any student resitting a semester 3 examination as a result of not passing the first exam must do so in the 'original' language. For further information on the switching procedures, see the LEM study handbook.
- 8 Practical experience on the comprehensive programme is gained in the form of a work placement. This may take a different form in the specialisations, but will always involve real-life practice. Students spend around 50% of their time on practical work.
- 9 The years 2 and 3 curricula for both basic degree programmes and the specialisations are shown in the study handbook.

2.5.4 Resit, early termination and duration of validity of work placements

- 1 If the final assessment for the work placement is insufficient, the student must do a resit. The kind of resit depends on the required performances and products that form the basis for the final assessment. For this, we refer to the work placement manual.
If a submission deadline is exceeded, an MO (missed opportunity) is registered by the teacher. This also means that a resit must be done.
There is one resit opportunity in the current academic year. In the following academic year, there are two resits.
- 2 If the student experiences problems with their work placement (company), the student must report this to the study programme. The study programme will investigate the causes. Continuing the work placement at another company is then a possible option.
If the company is not satisfied with the student during the work placement period, this may be a reason to terminate the work placement. The programme first investigates the causes. Having to redo a full work placement period may then be a consequence. If the company's dissatisfaction only becomes apparent at the end, the same procedure applies.
- 3 If the final assessment of the work placement has not led to a satisfactory result 1.5 years after completion of the work placement, the validity expires and the student must take a new work placement.

2.5.5 Graduation year

- 1 The fourth year is the graduation phase of the degree programme and consists of the following components (in no particular order):
 - a. A building block (see Article 2.9)
 - b. A semester in which the graduation assignment is carried out (see Article 2.6.4)
 - c. The final exam
2. The study load of the graduation assignment is 25 ECTS credits.
- 3 Students must have successfully completed their first year (that is, they must have obtained their 'propedeuse' before starting on a minor).
- 4 Students must have successfully completed their first year (that is, they must have obtained their 'propedeuse' before starting their graduation assignment, and have an ECTS credits deficit no greater than 6, from years 2 and 3).
- 5 Participation in the final exam is only possible once all ECTS credits have been obtained (that is, including the minor and the graduation assignment).

Article 2.6 Accelerated 3-year programme for VWO graduates

Section 7.9a of the WHW

2.6.1 General

- 1 This accelerated 3-year programme is worth 180 ECTS credits and consists of a first year ('propedeuse') worth 60 ECTS credits and a main phase worth 120 ECTS credits. The official period of time for completing the programme is three years. The first year has an orientational, selective, and referral function.
- 2 The degree programme curricula are shown in one or more study handbooks. The provisions in the study handbooks form an integral part of these Teaching and Examination Regulations.

2.6.2 First year

- 1 VWO graduates on the accelerated 3-year HBO programme enter one of the comprehensive programmes or specialisations directly. Students in this category follow the same matching procedure as regular students, but before 1 September.

- 2 The programme includes a first year ('propedeuse'), worth 60 ECTS credits, which is equivalent to year 2 of the regular programme, and a main phase (worth 120 ECTS credits), which is equivalent to years 3 and 4 of the regular programme.
- 3 The first year of this programme includes compensation for the first year and the binding recommendation regarding the continuation of studies (see Article 6.3.1 regarding compensation and Chapter 3 about the binding study recommendation).
- 4 Students are able to develop the content of the first year through consultancy hours. The details of this are contained in the study handbook.
- 5 Students on the accelerated 3-year programme may, until the start of the academic year, take part in an individual matching process for each specialisation; exceptions apply if Article 2.4.3 paragraph 6 is relevant.

2.6.3 Year 2

VWO graduates on the accelerated 3-year HBO programme enter one of the comprehensive programmes or specialisations directly. From that point, the rules apply that also apply to the main phase, except with regard to successful completion of the first year.

2.6.4 Graduation year

VWO graduates on the accelerated 3-year HBO programme enter one of the comprehensive programmes or specialisations directly. From that point, the rules apply that also apply to the main phase, except with regard to successful completion of the first year.

Article 2.7 Abridged 3-year programme

Programme for students from the tailor-made track for HAVO graduates

Sections 7.4 and 7.4b of the WHW

2.7.1 General

- 1 The tailor-made track for HAVO graduates refers to the track, the first two years of which consist of an MBO programme, carried out by De Rooi Pannen, followed by an abridged 3-year programme, carried out by Breda University of Applied Sciences.
- 2 The Breda University of Applied Sciences abridged 3-year programme consists of a main phase worth 180 ECTS credits. This tailor-made track exempts the students concerned from the requirement for a 'propedeuse' certificate for admission to the main phase.
- 3 The curriculum for this 3-year programme is shown in study handbooks. This document forms an integral part of these Teaching and Examination Regulations.
- 4 The curriculum for this 3-year programme is shown in one or more study handbooks. The provisions in the study handbooks form an integral part of these Teaching and Examination Regulations.
- 5 Students on the abridged 3-year programme in Leisure & Events Management enter one of the degree programme variants or specialisations directly.
- 6 The matching procedure is the same as that for regular 'propedeuse' students on the 4-year degree programme variant.
- 7 The same programme structure applies to admission to the main phase as for regular 'propedeuse' students on the 4-year degree programme variant.

2.7.2 Years 1 and 2

Years 1 and 2 for HAVO graduates on the abridged programme correspond to years 2 and 3, as explained in Article 2.4.3.

2.7.3 Graduation year

The graduation year, which is explained in Article 2.4.4, applies to HAVO graduates on the abridged 3-year programme.

Article 2.8 Abridged 3-year programme for MBO graduates

Sections 7.4 and 7.4b of the WHW

Not applicable.

Article 2.9 Building blocks

2.9.1 Minors, general

- 1 In the graduation year, students may choose a minor. They should make their choice in the year before their graduation year. Students may choose a minor offered by Breda University of Applied Sciences or another institute.
- 2 Students should register their choice of minor in Osiris during the regular registration period (the second semester of the preceding academic year). See the minor catalogue for more information.
- 3 Study results and ECTS credits obtained during an external minor or during an exchange are incorporated into the BUas list of marks and, if necessary, converted to BUas standards in accordance with Appendix 5. Results obtained elsewhere count towards the average and the qualification 'cum laude' ('with distinction'), in accordance with Appendix 5. Results obtained elsewhere are converted in accordance with the rules and guidelines contained in Appendix 5.

2.9.2 Minors offered by Breda University of Applied Sciences

- 1 All minors are offered during the first semester of the final year of study and each has a study load of 30 ECTS credits. The academy providing a minor is responsible for the content and quality of the minor and for processing the results. For more information, including about registration, please refer to the LMS minor catalogue.
- 2 Students opting for a minor provided by Breda University of Applied Sciences should choose from the list of possible minors. The board of examiners responsible for the minor in question may impose admission requirements. The minor catalogue (see LMS) includes the list of minors and relevant information on admission requirements and selection, for example.
- 3 Some of the multidisciplinary minors are also available through 'Kies op Maat' for students from other universities. They are given in Dutch or English. Minors may be subject to admission requirements or a selection procedure. The minor catalogue on LMS includes the list of 'Kies op Maat' minors and additional information on admission and selection. See the minor catalogue on LMS for the minors curricula.
- 4 Results obtained from the minor may not be used to compensate elsewhere in the main phase.
- 5 Students from other universities who take a minor via Kies op Maat at Breda University of Applied Sciences are subject to the Teaching and Examination Regulations of the degree programme that provides the minor. This also applies to other relevant Breda University of Applied Sciences regulations.

2.9.3 External minors provided through Kies op Maat¹

- 1 Students may take a minor at other institutes that are affiliated to Kies op Maat. Any student wishing to include their minor in their curriculum requires approval in advance (whether or not on the basis of a reasoned request) from the board of examiners of their degree programme.
- 2 No extra registration costs are payable for minors taken via Kies op Maat and for which approval of the board of examiners has been obtained. Any costs that are payable in relation to taking a minor (such as course material and excursions) are always borne by the student.
- 3 Minors for which no approval by the board of examiners has been obtained may not be entered into a student's curriculum. However, students may take the minor outside their own curriculum (extracurricular). The costs associated with taking a minor must be borne by the student in such cases.
- 4 A minor, as referred to in paragraph 1, should consist of at least 30 ECTS credits. If it is worth more than 30 ECTS credits, the board of examiners will decide what is to be done with the extra credits.

2.9.4 External minors not provided through Kies op Maat

- 1 Students may take a minor at other institutes that are not affiliated to Kies op Maat. Any student wishing to include their minor in their curriculum requires approval in advance (on the basis of a reasoned request) from the board of examiners of their degree programme. Minors for which no approval by the board of examiners has been obtained may not be entered into a student's curriculum. However, students may take the minor outside their own curriculum (extracurricular).
- 2 All costs incurred that are associated with taking an external minor at an institution not affiliated to Kies op Maat are borne by the student concerned.
- 3 A minor, as referred to in paragraph 1, should consist of at least 30 ECTS credits. If it is worth more than 30 ECTS credits, the board of examiners will decide what is to be done with the extra credits.

2.9.5 Exchange

- 1 Students are permitted, subject to certain conditions, to take part in exchange programmes at education institutes abroad that have been designated by Breda University of Applied Sciences. Permission must be obtained in advance from the board of examiners.
- 2 A selection procedure may be applied to any exchange programme of the kind referred to in paragraph 1.

2.9.6 Work placement and practical assignment

Students doing a work placement or practical assignment abroad (or partly abroad) must use the 'Fill in and take off' form to register, for use in case of emergencies.

2.9.7 Graduation assignment

Students doing the graduation assignment or thesis abroad (or partly abroad) must use the 'Fill in and take off' form to register, for use in case of emergencies.

2.9.8 Graduating in your own company (as an entrepreneur)

- 1 Students at Breda University of Applied Sciences have the option of graduating in their own business (known as 'graduation in your own business'). Breda University of Applied Sciences offers professional support for students in this category. The graduation in your own business option is available on every degree programme at every academy.

- 2 Students who are in a position to begin their graduation phase are eligible for admission to the 'graduation in your own business' option.
- 3 Admission is subject to a selection procedure. The selection criteria are the student's entrepreneurial competencies and the feasibility of the idea for the enterprise.

2.9.9 Double degree

Not applicable.

2.9.10 Attractions and Theme Parks Management (ATPM)

- 1 The ATPM programme covers a period of two academic years and is taught in English.
- 2 Students must have first obtained their 'propedeuse' in Tourism Management, Leisure & Events Management, or Facility Management.

2.9.11 Strategic Business Management and Marketing pre-master's programme (SBM)

- 1 The pre-master's programme in SBM covers a period of one academic year with a study load of 75 ECTS credits and is divided into four blocks.
- 2 It may be chosen as a replacement for the graduation year.
- 3 The Academy for Tourism is responsible for the content and quality of the pre-master's programme.
- 4 Admission to SBM is subject to a selection procedure. Students must meet at least the following requirements:
 - 180 ECTS credits obtained in the professional bachelor's programme (including any exemptions granted)
 - No 'fails' on any SBM-related course.
 - Sufficient command of English (TOEFL minimum score of 80 (internet-based) and a minimum score of 20 for speaking skills (or a similar level)).
 - A motivational letter in English that has been given a positive assessment, with CV and list of marks.
 - Interview that has been given a positive assessment about motivation and knowledge. This interview takes place in English.
- 5 The board of examiners sets no additional preconditions for taking the pre-master's programme in SBM in the graduation year.
- 6 The curriculum of the SBM pre-master's is shown in Appendix 7.

Article 2.10 Excellence track in entrepreneurship

- 1 An excellence track is an extra programme that students can take in addition to their 'regular' degree programme and is aimed at giving them a higher level of knowledge and skills.
- 2 Excellence tracks at Breda University of Applied Sciences are offered throughout the university – in other words, it is accessible to every student (HBO/WO bachelor's, HBO/WO master's) who meets the selection criteria. For this reason, the teaching on the excellence tracks is organised in a way that ensures that they are available to every student.
- 3 Invitations for the excellence tracks are announced in September. The selection procedure starts in October.
- 4 The excellence track in entrepreneurship uses an online registration form that is the basis for the intake interview. The purpose of the interview is to assess the student's suitability (their entrepreneurial competency) and the viability of the idea for the enterprise.

- 5 If a bachelor's student who is taking the excellence track has a deficit of 10 ECTS credits or more in their 'regular' degree programme, the board of examiners may decide that he or she must terminate their participation on the excellence track at the end of the academic year.
- 6 Students who successfully complete the excellence track receive a certificate.

Article 2.11 Associate degree

Section 7.8a of the WHW

Not applicable.

Article 2.12 Transitional arrangements due to changes to curriculum

If any changes occur to the curriculum, the board of examiners will introduce transitional arrangements. If necessary, arrangements will also be made on how to deal with any changes to the existing standards of the curriculum. Account will also be taken of the provisions of Article 5.4 paragraph 5. See Appendix 6 for the transitional arrangements.

Chapter 3 Study recommendation and binding rejection

Section 7.8b of the WHW

Article 3.1 Recommendation on continuation of studies at the end of the first year

- 1 By the end of their first year of enrolment, each student receives a recommendation on whether they should continue with their studies on the same degree programme or on a different one.
- 2 The board of examiners has been mandated by the Executive Board to issue such recommendations.
- 3 Before receiving their recommendations, as referred to in paragraph 1, in their first year each student is issued with a current overview of their study results, by the end of semester 1 A warning is attached to the overview, if the results give rise to it; this is an interim recommendation. The warning also contains a reasonable period of time in which the study results must be improved.
- 4 The warning referred to in paragraph 3 is issued if fewer than 30 ECTS credits have been obtained.
- 5 The board of examiners will give a positive recommendation if:
 - the student in question has successfully completed the first-year final exam, and
 - he or she meets the conditions at the end of their first year given the compensation rules.
- 6 The board of examiners will give a negative recommendation for students who have not reached the standard referred to in paragraph 5 and if there is no reason to suspend the period to which the recommendation applies as a result of personal circumstances (see paragraph 12). Negative recommendations are accompanied by a proposal to expel the student in question from their current choice of study. The board of examiners is empowered to deviate from this course of action.
- 7 Before a negative recommendation is made definitive, the student in question is given the opportunity for a hearing before the board of examiners.
- 8 Before reaching a provisional decision to issue a negative recommendation (see paragraph 6), the board of examiners will ask the relevant student counsellor for a recommendation. The student counsellor's recommendation will be considered in the decision on the study recommendation. The study recommendation will be entered into Osiris.

- 9 The expulsion referred to in paragraph 7 concerns only the degree programme (regardless of the variant)² on which the student in question is enrolled.
- 10 The expulsion referred to in paragraph 7 is permanent. The board of examiners may revoke a negative study recommendation; see Article 3.3.
- 11 Students may lodge an appeal against their expulsion to the Examination Appeals Board within six weeks of the issuing of the negative study recommendation. See also Article 5.12, paragraph 2.
- 12 If the board of examiners deems that personal circumstances (see Article 4.3) exist that made obtaining the study results as referred to in paragraph 5 more difficult, the board may suspend the period within which the study recommendation is issued until the end of the student's second year of enrolment. This is known as a deferred recommendation.
- 13 The student will then receive a study recommendation at the end of the second year of their studies (see paragraph 13). If at that time the student does not meet the standard as referred to in paragraph 5, he or she will be issued a negative binding recommendation regarding the continuation of studies.
- 14 If the student is of the opinion that personal circumstances have affected his or her study results, the student should report these circumstances as soon as possible after they have arisen and discuss them with the student counsellor. This is necessary for the board of examiners to be able to consider the circumstances when deciding on what recommendation to issue.
- 15 Any student who withdraws from their degree programme before 1 February of their first year will not be issued with a negative study recommendation as referred to in this article. Students may re-enrol for the same degree programme, but no more than once. In the case of degree programmes that are subject to a selection procedure (with or without enrolment restriction), students seeking to re-enrol must pass through the same selection procedure.

Article 3.2 'Propedeeuse' study recommendations in the case of early termination of enrolment after 1 February

If a student's enrolment is terminated³ prematurely during his or her first year after 1 February (whether by the student or the university), a negative study recommendation will be issued unless the board of examiners decides otherwise, on the advice of the student counsellor.

Article 3.3 Revocation of negative study recommendation

- 1 The board of examiners may revoke a previously issued negative study recommendation. Any such revocation is registered in Osiris. The revocation of a negative study recommendation is a precondition of any subsequent re-enrolment.
- 2 Recommendations that have been revoked are deemed not to have been issued in the first place. Articles 3.1 and 3.2 apply to students in this situation.
- 3 If a student has received a negative study recommendation during the four-year programme and re-enters via the tailor-made track for HAVO graduates (from De Rooi Pannen), the board of examiners will revoke its previously issued negative study recommendation.

² If a degree programme has more than one variant (such as regular, accelerated, or abridged versions), then the study recommendation (and therefore an expulsion, if applicable) applies to every variant at the end of the student's first year.

³ In the case of an Associate Degree, this should be taken to mean 'study recommendation at the end of the first year of study'.

Chapter 4 Student counselling and study progress

Section 7.13 paragraph 2u and Section 7.34 paragraph 1e of the WHW

Article 4.1 Student counselling

This article does not apply to external students.

- 1 The degree programme includes a system of individual student counselling. The counselling is intended to prevent and identify study-related problems, and to offer support in resolving them.
- 2 If necessary, a memorandum of a discussion between a student and his/her supervisor as part of the student counselling process may be added to Osiris.
- 3 The registration of data relating to the student counselling is in accordance with the 'Privacy Regulations for Students', which form part of the Students' Charter.

Article 4.2 Student counselling at the academy/on the degree programme

- 1 Students are allocated a coach during the first week of their first year. As well as providing training during workshops, coaches hold an individual interview at least three times a year with the students in their coaching class. Both students and coaches may initiate the interviews.
- 2 Any student who does not achieve the desired results during their first year may, in consultation with his or her coach, transfer before 1 February to the tailor-made track for HAVO graduates from De Rooi Pannen, providing they have a HAVO diploma and not yet an MBO diploma).

Article 4.3 Personal circumstances

Section 7.51, paragraph 2 of the WHW

Personal circumstances⁴ are defined as follows:

- administrative activities
- illness or pregnancy
- disability or chronic illness
- exceptional family circumstances
- other circumstances affecting a student and that are deemed exceptional by the Executive Board (including top-level sports)

Article 4.4 Personal circumstances and the role of the student counsellor

- 1 If a student is of the opinion that personal circumstances, as mentioned in Article 4.3, are affecting or have affected his or her study results, he or she should report these circumstances as soon as possible after they have arisen and discuss them with the student counsellor. The student may be asked to supply supporting evidence, such as a medical statement. If there is a possibility of such circumstances affecting a decision by the board of examiners, the latter should be aware of the circumstances when it reaches its decision.
- 2 The student counsellor of a degree programme or group of degree programmes may give advice to the board of examiners, on request or on its own initiative.

⁴ See the Profiling Fund Regulations for more details.

Article 4.5 Studying with a functional impairment⁵

- 1 A functional impairment is defined in this article as a handicap or chronic illness that could cause a student to fall behind schedule.
- 2 A student with a functional impairment may be given the opportunity by the board of examiners to receive teaching in modified form and to take the relevant examinations. The facilities available for this purpose consist of a modified form or duration of teaching and examinations, or the provision of or permission to use practical aids, all tailored to the specific situation of the student. See the LMS for more information.
- 3 As soon as possible after enrolment on a degree programme or after the emergence of the impairment, students affected should submit a request to the board of examiners through the degree programme's student counsellor to be considered eligible for the facilities referred to in paragraph 2.
- 4 The board of examiners will give its reasoned decision in writing (or via Osiris) to the student concerned and to the student counsellor.
- 5 In principle, facilities are available for the entire period of the student's enrolment at Breda University of Applied Sciences, unless decided otherwise by the board of examiners.
- 6 Any student who falls behind schedule in their studies as a result of their impairment may submit a request for financial support from the Breda University of Applied Sciences Profiling Fund.

Article 4.6 Registration of study progress

- 1 The programme staff are responsible for accurately recording students' study results, using the Osiris study progress system.
- 2 Students themselves are responsible for regularly checking their study results in the Osiris study progress system. Students should report any inaccurate or incomplete information in the system to the relevant lecturer.
- 3 The registration of study progress data is in line with the rules in 'Privacy Regulations; processing students' personal data'.

⁵ For more information, see the Breda University of Applied Sciences website, www.buas.nl

Chapter 5 Interim examinations

Article 5.1 Competence-oriented teaching and obtaining ECTS credits

Not applicable.

Article 5.2 How examinations are organised

Section 7.10, paragraph 1 of the WHW

- 1 Every course is concluded with an examination. An examination may consist of multiple separate examinations.
- 2 The board of examiners appoints one or more examiners who are responsible for organising the examinations and recording the results. The examiners provide the board of examiners with the information it requires and may be invited to do so in the meeting. The board of examiners sets the rules governing proper examination procedures – see Article 5.7. In the case of a competency examination, the examiner is designated as an assessor.
- 3 Each examination involves an investigation into the knowledge, insights, and skills of the students, and the assessment of the results of that investigation.
- 4 The investigation may take the form of an assessment, written or oral questions, a reflection of the student's own functioning, a task or assignment, a project, practical tasks, a thesis, a research report, a work placement report, work placement assignments, or fieldwork.
- 5 The board of examiners is authorised to permit other forms of examination than those determined by the examiner. This authority also includes decisions to hold examinations online.
- 6 At the start of each course, written notice will be given of the following:
 - a the course content,
 - b the learning objectives,
 - c the size of the study load (number of ECTS credits) and the associated background material,
 - d what form the examinations will take,
 - e if relevant, the sequence in which the examinations are to be held,
 - f any aids that may be used during examinations,
 - g the examination assessment criteria,
 - h how students may inspect their work.
- 7 To be completed successfully, a course examination must:
 - a be given a mark of 5.5 or more, be awarded a 'sufficient' or better, or be awarded a 'pass' (see Article 5.8.1),
 - b have a weighted average of the various examinations of at least 5.5; the marks of the successfully completed exams may not be used to compensate those not completed successfully,
 - c have met the course requirements set in advance.
- 8 Once an examination has been taken, the result is entered in the Osiris study progress system.

Article 5.3 Sequence of interim examinations

- 1 There is no prescribed sequence of the examinations during the first year.
- 2 There is no prescribed sequence of the examinations during the main phase.
- 3 Results of the progress test may only be taken at a higher level if the examination at the previous level has been awarded at least 5.5.

Article 5.4 Time and frequency of examinations

Section 7.13, paragraphs 2h and 2j of the WHW

- 1 At least two opportunities a year are given for taking examinations.
- 2 Students have a maximum of two opportunities per academic year to sit a particular exam.
- 3 The opportunities mentioned in paragraph 2 include 'GK' (*gemiste kans* – missed opportunity). See Article 5.6 paragraph 1.
- 4 Any second or subsequent examinations during the same academic year will be similar in form and involve the same material as the first examination. The board of examiners is authorised to give students who have already taken the examination on a number of occasions set by the board of examiners, but without success, the opportunity to take an examination in a different form (whether or not on the basis of advice from the examiner, student counsellor, or student coach). The course material should be the same as on the previous occasions.
- 5 If a course is no longer given, students are given two more opportunities to pass the examination during the next academic year. The provisions of paragraph 4 also apply in such cases. The board of examiners is empowered to extend this period. This is laid down in transitional arrangements; see Article 2.11 and appendix 5.
- 6 Students may resit every examination, regardless of the results they have already achieved, but with due regard to paragraph 2. The highest result counts.
- 7 In derogation from paragraph 6, this resit opportunity does not apply to the final examination if a mark of 5.5 or higher has been awarded.

Article 5.5 Registering for examinations

5.5.1 Regular registration

- 1 Every student must register before the deadline for every examination, whatever form they take, in order for their mark or assessment to be registered in Osiris. Students are automatically registered for each first exam opportunity as soon as the course is made available in the curriculum. For each subsequent opportunity, students are themselves responsible for registering, regardless of what year of study they are in.
- 2 Registration for written exam resits is possible for up to five working days before the examination in question is scheduled to take place.
- 3 Registration for all other resits (including, but not limited to, assignments, presentations, etc.) is possible throughout the year.
- 4 Students are alerted to this information at the start and at the end of each resit registration period via the LMS.
- 5 Examinations taken by anyone who is not, or is no longer, enrolled as a student, shall be declared invalid. No result will be recorded in this case.
- 6 If registration for a resit has not been possible in Osiris because of a technical defect, then the registration period will be adjusted by the academy management team.

5.5.2 Option of de-registering

Students may de-register for an examination or resit during the registration period (see Article 5.5.1 paragraph 2).

Article 5.6 Prevented from taking an examination

- 1 For anyone who has registered for an examination in Osiris but does not actually take it, their results will be recorded as 'GK' (*gemiste kans* - missed opportunity).
- 2 Any student who is unable to take an examination as referred to in paragraph 1 because of circumstances beyond their control, may submit a request to the board of examiners to be given an extra opportunity.
- 3 If the board of examiners is of the opinion that the circumstances were indeed beyond the student's control⁶, the student should take the examination at the next possible opportunity. If no more opportunities are available during the current academic year, the board of examiners will create an extra opportunity.

Article 5.7 Examination rules

- 1 Identification is required during every examination (passport, driving licence, or ID card). This document will be checked at the start of the examination. Any student whose name does not appear on the attendance list (and has therefore not registered via Osiris) will not be admitted to the examination.
- 2 Any student who cannot present an identity document will not be admitted to the examination and a GK (*gemiste kans* - missed opportunity) will be recorded in Osiris.
- 3 Examination material may not be recorded, copied, or disseminated without the written permission of the lecturer. This applies both during the examination and during the post-examination inspection period. Any breach of this condition will be regarded as fraud (see Article 5.15).
- 4 Written examinations are subject to a number of other rules. These are shown in the Rules for Written Examinations.
- 5 Oral examinations are not public. The board of examiners is authorised to deviate from this rule in exceptional cases.
- 6 Each individual oral examination is held in the presence of at least two examiners, one of whom functions as the first examiner, who is so designated by the board of examiners (or its chair). The examination may also be held in the presence of one examiner; in this case, he or she records the conversation.

Article 5.8 Assessment of examinations

5.8.1 General

- 1 Examinations are assessed by the relevant examiner in accordance with the assessment criteria published in advance.
- 2 An external expert may also give an assessment if they have been appointed as an external examiner by the board of examiners. In appointing external experts as examiners, the board of examiners applies the profile description drawn up by the university (see Rules pertaining to Boards of Examiners).
- 3 In the event that the board of examiners has decided that experts from outside the university (such as work placement supervisors) are to be involved with assessing examinations, a description is given of how this is to be done.

⁶ Delays caused by public transport, being held up in traffic and the like will not be regarded as circumstances beyond a student's control.

- 4 One or more of the following assessment criteria applies:
 - a the execution of a study task or assignment (quantitative),
 - b the extent to which the specific criteria for the study task or study assignment have been met (qualitative) – for example, the extent to which the questions have been correctly answered, the level of participation in carrying out the study task or assignment as part of a group,
 - c the level of participation in practical lessons or exercises; this criterion applies only when assessing examinations associated with courses or parts of courses designated as compulsory practical lessons and that are published as such at the start of the course (see Article 5.2).
- 5 The assessment of each examination is expressed as a number or specific word. For more information, see Appendix 4.
- 6 If an examination consists of multiple separate examinations, the relevant ECTS credits are only awarded if each examination has been completed successfully, with due regard to any compensation. The assessments of each exam are entered into Osiris.

5.8.2 Assessment of work placements and practical assignments

The method used for assessing work placements can vary from one specialisation to the next and between the comprehensive programme. Information on this can be found in the relevant handbooks.

5.8.3 Assessment of the graduation assignment

Explanatory note: all the rules on assessing graduation assignment (see Article 2.8.7).

Article 5.9 Publication of examination results

Section 7.13, paragraph 2o of the WHW

- 1 The examiner determines the results of an examination and enters them into Osiris (on a provisional basis) within ten working days of the examination itself. These provisional results may be viewed in Osiris. If necessary, provisional results may be revised upwards or downwards.
- 2 If there are good reasons for doing so, the academy director may deviate from the period referred to in paragraph 1. Any such deviation should be promptly communicated to the student concerned.
- 3 The provisional results of an examination should be published three full working days before the second opportunity to take the examination at the latest. If this deadline is not met, the examination will be postponed to a date to be determined by the academy director. In this context, account should be taken of Article 5.11 paragraph 1. Any such deviation should be promptly communicated to the student concerned.
- 4 If a second assignment is a continuation of a previous assignment, the result of the first should be published before the second one is to be handed in.
- 5 No later than five working days after the inspection of an examination (see Article 5.11), the programme staff must confirm the definitive result in Osiris. This means that the results are confirmed no later than 25 working days after the date of the examination. Only the board of examiners may revise results (upwards or downwards) that have previously been confirmed.

Article 5.10 Period of validity

- 1 Examination results do not lose their validity. This does not affect any possible changes to the curriculum or the relevant transitional arrangements.
- 2 Successfully concluded 'propedeuses' remain valid in perpetuity.

Article 5.11 Right of inspection

- 1 Students have the right to inspect their written examinations, assessments, and the standards on which the assessment was based within ten working days of the publication of the provisional examination results. The right to inspect must be granted no later than three working days before the second examination opportunity is scheduled. The inspection moment is determined by the lecturer or timetabled by the programme staff.
- 2 Any student who is unable to take up the inspection opportunity due to demonstrable circumstances beyond his or her control may be offered an alternative opportunity, subject to the provisions of paragraph 1 of this article.
- 3 If there are good reasons for doing so, the board of examiners may deviate from the provisions in paragraph 1. Any such deviation should be promptly communicated to the student concerned.
- 4 Examination material may not be recorded, copied, or disseminated without the written permission of the lecturer. This applies both during the examination and during the post-examination inspection period. Any breach of this condition will be regarded as fraud (see Article 5.15).

Article 5.12 Right of appeal

Section 7.61 of the WHW

- 1 Any student who disagrees with a decision by an examiner or the board of examiners as referred to in Section 7.61 of the WHW, may appeal against the decision to the Breda University of Applied Sciences Examination Appeals Board. Appeals must be submitted in writing within six weeks of the date on which the decision was taken.
- 2 Appeals may be submitted via the online Breda University of Applied Sciences Complaints Service Point. The service point can be contacted via the student portal. Appeals are dealt with in accordance with the provisions of the Breda University of Applied Sciences Rules of Procedure of the Examination Appeals Board.

Article 5.13 Individual exemptions

5.13.1 Exemptions from examinations

Section 7.13 2r of the WHW

Breda University of Applied Sciences selection list

- 1 In response to a written request by a student, the board of examiners may grant an exemption from one or more examinations, including the first-year final exam.
- 2 Exemptions from taking an examination must be applied for before 1 October of the current academic year.
- 3 Exemption applications must be submitted with a written reasoned request to the chair of the board of examiners. The application must be supported by one or more of the following written documents:
 - a copy of the relevant certificate, deed, diploma, or statement,
 - a copy of the related list of qualifications,
 - a list of the literature, lecture notes, readers, etc. that have been studied,
 - an officially completed procedure for recognising prior qualifications at Breda University of Applied Sciences or elsewhere,
 - proof of a successfully completed assessment.
- 4 The board of examiners will reach its decision as quickly as possible, but no later than 20 working days of the submission of the request, possibly in consultation with the relevant

examiners. The decision will be confirmed by the board of examiners and the student will be notified via Osiris.

- 5 Exemptions are registered with the letters 'VRIJ' in the Osiris study progress system.
- 6 Exemptions granted for a course in the first-year curriculum count towards the standard for the subsequent recommendation on whether the student should continue with his or her studies.
- 7 Students may lodge an appeal against the decision by the board of examiners to the Examination Appeals Board as referred to in paragraph 4. Any such appeal must be made within six weeks of the decision being made. See also Article 5.12 paragraph 2.

5.13.2 Board of examiners assessment parameters for granting an exemption

Not applicable

Article 5.14 Regulations on emergencies

In the event of an emergency, everyone must immediately leave the building. If an examination is currently taking place, it will be declared invalid. Examinations papers that have already been submitted will not be assessed. A new examination will be organised as soon as possible, with students being informed about the location, time, and date of the new examination.

Article 5.15 Fraud

Section 7.12b paragraph 2 of the WHW

5.15.1 Definitions

- 1 Fraud is defined as any action or failure to act by a student that makes it impossible to form an accurate assessment of his/her knowledge, understanding, or skills. This includes providing false information, deliberately withholding any fact known to the student or that he/she should have known and which should have been disclosed, assuming a false name or false identity, or committing forgery.
- 2 Fraud shall be said to have been committed in the event of any form of legal deception (as stated in the Penal Code, the Dutch Civil Code (Book 3), and elsewhere) and consequently constitutes a criminal offence.
- 3 Fraud is also defined as any attempt to commit fraud, either individually or in conspiracy with others, and preparing and obstructing (or attempting to obstruct) the discovery of fraud.
- 4 Plagiarism is using – or citing from – the work of someone else by failing to clearly state the name of the author (source) or by falsely placing any name or any sign on the work of another individual or by falsifying the real name or real sign on the work of another individual, for the purpose of creating the impression that the work (or citation) has been produced by the plagiarising party him/herself. The selling, offering for sale, or maintaining stocks for the purpose of selling such falsified work is also plagiarism.
- 5 Fraud shall be deemed to have been committed if it is established that a student (this definition is not exhaustive):
 - a is using or has used aids in a room where an examination is taking place that have not expressly been permitted by the examiner;
 - b is using or has used information during an examination from someone other than the examiner, which information has been obtained in or outside the examination room;
 - c is giving or has given information in any way, before or during the examination, to any other student about the contents or details of the examination;
 - d has impersonated someone else during an examination or has allowed him/herself to be impersonated by someone else;

- e has unlawfully acquired knowledge in advance or during an examination about the examination questions, assignments, or model answers;
 - f has made any changes to examination work already submitted, after the examination or during the subsequent inspection.
- 6 Other forms of fraud include, but are not limited to:
- a any action that a student takes or fails to take that makes it impossible to form an accurate assessment of his/her knowledge, understanding, or skills, or those of his/her fellow students;
 - b presenting work as one's own or as one's own ideas from third-party sources, including the work of fellow students, even if a reference to other authors is included;
 - c submitting a text (or similar text) as the first version thereof that has already been submitted by the student or by another student for assignments in other parts of the degree programme;
 - d Fabricating research data.
- 7 References in the Teaching and Examination Regulations to fraud also mean plagiarism.
- 8 Any student taking an examination thereby consents to his/her examination work being checked for fraud, if applicable, by anti-plagiarism software and to it being stored in the database of said software. Students may not implement any software-based measures aimed at circumventing or cheating anti-plagiarism software used for electronic examinations or electronic texts that form part of their teaching.
- 9 An irregularity is defined as an occurrence or circumstance that prevents the examiner from being able to reach an objective assessment of a student's knowledge and skills. An irregularity as referred to in this article does not automatically constitute fraud. In the event of an irregularity as referred to in this article, the board of examiners may decide that the examination in question be declared invalid. The examination will not be assessed and the code 'OV' will be entered into Osiris.

5.15.2 Procedure

- 1 In the event of any suspicion of fraud, the examiner shall inform the student and the board of examiners immediately. The examiner will provide all relevant documentation to the board of examiners.
- 2 If a suspicion of fraud arises during an examination, the invigilator will notify the student of this immediately. The invigilator will then make a note of this notification in the official report of the examination, collect any documentary evidence relating to the fraud, and give it to the board of examiners. The student will be allowed to complete and hand in the examination.
- 3 No later than two weeks after the board of examiners has been notified of the suspicion of fraud, the student will be given the opportunity for a hearing before the board of examiners. The board of examiners may gather information, either formally or at the request of the student, from witnesses and experts. The board of examiners must also be given the opportunity to carry out an investigation as it sees fit.
- 4 The board of examiners records all its findings in a written report.
- 5 The board of examiners verifies that the alleged behaviour by the student fulfils the fraud criteria referred to in these regulations and will inform the student in writing, no later than two weeks after the student's hearing, of its decision and of any sanctions to be imposed. This will include information on the option to appeal to the Examination Appeals Board.
- 6 The student may appeal to the Examination Appeals Board within six weeks of the announcement of the decision by the board of examiners. The appeals procedure is contained in the Breda University of Applied Sciences Rules of Procedure of the Examination Appeals Board.

5.15.3 Sanctions

- 1 In the event of fraud, the board of examiners may impose any of the following sanctions:
 - a withdrawing the right of the student to take one or more examinations specified by the board of examiners for a particular period of time, but no more than one year, or
 - b declaring as invalid the examination deemed fraudulent. The code 'FR' will then be added to this examination in the Osiris study progress system, or
 - c a combination of a and b.Previous cases of fraud will be considered when determining the severity of the sanction.
- 2 In cases of serious fraud, the Executive Board may, if the board of examiners so proposes, terminate the student's enrolment on the degree programme permanently.
- 3 In the event of fraud being detected, the Executive Board of Breda University of Applied Sciences may notify the police and/or the Ministry of Justice and Security.
- 4 In cases of fraud that is detected after a certificate has been issued, Breda University of Applied Sciences will notify the police and/or the Ministry of Justice and Security. The certificate will be declared invalid and the degree revoked. The student in question should hand in the certificate to the university at the first time of asking. The university shall ensure that the granting of the degree is stricken from every formal register and that the certificate is destroyed.

Article 5.16 Examination certificate

Section 7.11, paragraph 1 of the WHW
Breda University of Applied Sciences selection list

- 1 As proof that an examination has been taken successfully, the examiner issues a certificate to that effect. The registration of the confirmed result in Osiris is regarded as proof.
- 2 Students who have successfully completed more than one examination but cannot be awarded a certificate as referred to in Article 6.5 paragraph 2, will receive, at their own request, a certified statement from the board of examiners stating which examinations have been completed successfully. Students should submit any such request in writing to the chair of the board of examiners.

Chapter 6 Final exams

Article 6.1 First-year final exam

Sections 7.8 and 7.10 of the WHW

To pass the first-year final exam, students must meet all the requirements of every examination related to the first-year programme courses. This first-year final exam is the first of the professional bachelor's programme. By successfully completing this exam, students earn 60 ECTS credits. Any compensation arrangements, as referred to in Article 6.4, also apply here.

Article 6.2 Main-phase final exam

Section 7.10 of the WHW

6.2.1 Main-phase final exam as part of the professional bachelor's programme

- 1 To pass the main-phase final exam, students must have successfully completed the first-year final exam and meet all the requirements of every examination related to the main phase courses. In doing so, students earn 180 ECTS credits. Any compensation arrangements, as referred to in Article 6.4, also apply here.
- 2 The main-phase final exam is the second final exam of the professional bachelor's programme. Professional bachelor's programme students who pass both the first-year and main-phase final exam have successfully completed the programme and earned a total of 240 ECTS credits.
- 3 In derogation from paragraphs 1 and 2, for students on a professional bachelor's programme with an official duration of three years, the main-phase final exam referred to in paragraph 1 is worth 120 ECTS credits and the study load of the bachelor's programme referred to in paragraph 2 is 180 ECTS credits.

6.2.2 Final exam as part of the Associate Degree

Not applicable.

Article 6.3 Compensation arrangements

6.3.1 General

- 1 The first year features a compensation scheme to cover courses for which a mark of less than 5.5 has been achieved.
- 2 The compensation scheme is as follows:
 - The weighted average must be at least 6.0
 - Each course must be concluded with a mark of at least 5.0

6.3.2 Additional provisions in the first year

Not applicable

6.3.3 Additional provisions in the main phase

- 1 No compensation arrangements exist in a minor at course level. Compensation between individual examinations that form part of the same course is possible. The minimum mark for each examination must be 4.5.
- 2 Results achieved from an excellence track, minor programme, or exchange cannot be used in any compensation arrangement in other parts of the curriculum (and vice versa).
- 3 No compensation arrangements exist at course level on the ATPM programme. Individual marks on projects may be compensated, providing the lowest mark is at least 4.5.

No compensation arrangements exist for modern languages.

- 4 No compensation arrangements exist in any of the main-phase programmes.

6.3.4 Additional provisions in the Associate Degree

Not applicable

Article 6.4 Publication of exam results

Section 7.11, paragraphs 2 and 4 of the WHW

- 1 The board of examiners confirms the results of the first-year, main-phase, and AD final exam in its exam meeting. Students who have met the relevant conditions are registered in an official document following the exam meeting.
- 2 The board of examiners awards a certificate and a list of marks as proof that the student has successfully completed the final exam. The board of examiners has been authorised by the Executive Board to do so. Students who have met the requirements of the main-phase or AD final exam are also awarded a diploma supplement. The certificate, the list of marks, and the diploma supplement are compatible with the requirements of Breda University of Applied Sciences.
- 3 If a student takes one or more courses that do not form part of the curriculum, the results will be added to the list of marks under the 'other' category.
- 4 The marks on the list of marks that is presented with the first-year, AD, and main-phase certificates run to one decimal point (varying from n.0 to n.9).
- 5 The Grade Point Average (GPA) is shown on the list of marks in order to show the student's achievements to parties from outside the Netherlands.
- 6 The GPA is derived from the weighted average of the results obtained on the curriculum. The GPA is expressed on a scale of one to four and to two decimal places. For the calculation of the weighted average, see Appendix 4. An explanation of the GPA is included on the diploma supplement. The complete conversion table (from the weighted average to GPA) is available via the portal and on the internet.

Article 6.5 The awarding of degrees

Section 7.10a of the WHW

6.5.1 Professional bachelor's degree

The Executive Board awards the degree of bachelor to those who have successfully completed the first-year and main-phase final exams of the bachelor's degree programme (see Article 1.3 paragraph 5).

6.5.2 Associate degree

Not applicable.

Article 6.6 Cum laude classification

- 1 Any student who has met all the conditions referred to in paragraph 2 and has completed the whole programme (first year and main phase) within the official time plus one year, will have the classification 'cum laude' added to their main-phase final exam.
- 2 The conditions referred to in paragraph 1 are:
 - a The weighted average of the results of every course in the main phase must be at least 8.0 (not rounded up).
 - b The final graduation mark must be at least 8.0 (not rounded up).

- c The graduation must have been successfully completed at the first attempt.
 - d Any exemptions granted in the main-phase curriculum may not be worth more than 60 ECTS credits.
 - e The student has never been involved in any case of fraud.
- 3 If more than the required number of courses have been successfully completed, only the examinations that form part of the curriculum shown in the Teaching and Examination Regulations of the relevant degree programme, count towards determining whether the 'cum laude' classification can be awarded.
- 4 If a student has taken courses on another degree programme in the main phase and/or has completed a graduation assignment or thesis, the board of examiners will assess the value and weighting of these courses.
- 5 The 'cum laude' classification is recorded on the degree certificate.

Chapter 7 Committees

Article 7.1 Board of examiners

Sections 7.12 and 7.12b of the WHW

A board of examiners is established by the Executive Board for every degree programme or group of degree programmes. It is generally assumed at Breda University of Applied Sciences that there will be one board of examiners in each academy, with the exception of the academic degree programmes and any master's degree programmes. These programmes have a separate board of examiners. The board of examiners has the task of establishing in an objective and professional manner whether a student meets the conditions set by the Teaching and Examination Regulations regarding the knowledge, insights and skills required to obtain a degree (see the Rules pertaining to Boards of Examiners).

Article 7.2 BUas participation council

- 1 Breda University of Applied Sciences has a participation council, which has the task of enabling students and employees to participate in decision-making at the university, as laid down in the Employee and Student Participation Regulations. These regulations contain, among other things, the matters about which the BUas participation council has the right of consent and the right to prior consultation.
- 2 Depending on the subject, the participation council has the right to consent or the right of prior consultation regarding the generic section of the Teaching and Examination Regulations (regulatory framework).

Article 7.3 Degree programme committee

- 1 A degree programme committee is established for each degree programme or group of programmes. The task of the committee is to advise on improving and safeguarding the quality of the programme.
- 2 Depending on the subject, the degree programme committee has the right to consent or the right of prior consultation regarding the programme-specific part of the Teaching and Examination Regulations.

Article 7.4 Other committees

Not applicable

Chapter 8 Adoption of amendments to the Teaching and Examination Regulations

Article 8.1 Adoption and entry into force

- 1 At least once a year, the academy director and the degree programme committee evaluate the current Teaching and Examination Regulations.
- 2 Partly based on the recommendations of the degree programme committee, the academy director draws up the draft version of the Teaching and Examination Regulations for the new academic year.
- 3 The academy director then presents the Teaching and Examination Regulations, and in particular the programme-specific text, to the degree programme committee for its consent.
- 4 Once the degree programme committee has given its consent, the Teaching and Examination Regulations are returned to the academy director for his/her approval.
- 5 The Teaching and Examination Regulations are then presented to the Executive Board.
- 6 The academy director is responsible for ensuring that students and employees are informed about the Teaching and Examination Regulations in good time, but by 1 September of the academic year to which the regulations relate at the latest. The Teaching and Examination Regulations must be published by 1 September of the academic year to which they relate.

Article 8.2 Amendments

- 1 Any amendments that apply to the academic year to which the Teaching and Examination Regulations relate may only be made if they cannot reasonably be expected to adversely affect students' interests. An exception to this are amendments that are the direct result of a change to the law.
- 2 Amendments may not affect:
 - successfully completed examinations,
 - exemptions that have already been granted,
 - any other decision already taken on the basis of these regulations by the board of examiners with regard to a student.
- 3 If an amendment relates to the academy-specific section of the Teaching and Examination Regulations, paragraphs 4, 5, and 7 shall apply. If an amendment relates to the regulatory framework of the Teaching and Examination Regulations, paragraphs 6 and 7 shall apply.
- 4 An academy-specific amendment may not be in conflict with the Teaching and Examination Regulations regulatory framework.
The decisions taken require the approval of the academy director. The consent of the degree programme committee is also required.
- 5 The proposed amendment is then sent to the Executive Board for adoption. If the Executive Board does not agree to the amendment, the original Teaching and Examination Regulations remain in force.
- 6 Any proposed amendment to the Teaching and Examination Regulations regulatory framework is sent to the Executive Board for adoption. The BUas participation council has the right to prior consultation.
- 7 As soon as any amendments to the Teaching and Examination Regulations have been adopted, they are published through the usual channels at the academy in the form of a cumulative amendment overview.

Article 8.3 Unforeseen circumstances

- 1 If any circumstances arise for which provision should be made in the Teaching and Examination Regulations, but are not, the chair of the board of examiners shall take any relevant decisions in consultation with the academy director. In the written justification to the student or students concerned, an explanation will be given about the circumstances, considerations, and decisions, and the option of the appeals procedure will also be stated.
- 2 If differences of opinion occur on the board of examiners about the interpretation of the Teaching and Examination Regulations, the academy director will be asked to provide clarification. The board of examiners will then take its decision.

Chapter 9 Other provisions

Article 9.1 Hardship clause

- 1 The board of examiners is authorised to deviate from these regulations in favour of a student if their application were to have a seriously unfair effect on the student, and to take decisions on matters not provided for in these regulations.
- 2 If a student is of the opinion that a seriously unfair situation exists, he or she should submit a written request to that effect to the board of examiners. The board of examiners will decide on the request and give a reasoned written notice of the decision to the student, including a statement of the student's right to appeal.
- 3 When deciding on whether a seriously unfair situation exists, the board of examiners will weigh up the interests of the student and those of the degree programme. In the event of a decision being required immediately, the decision will be taken by the chair of the board of examiners, or his or her deputy. In the case of the latter, the chair or his or her deputy will inform the other members of the board of examiners as soon as possible.

Article 9.2 Retention periods

Breda University of Applied Sciences selection list

9.2.1 Retention period for exemption decisions

- 1 Decisions relating to exemptions are retained for seven years after the date of the decision.
- 2 The seven-year retention period also applies to all secondary documentation:
 - Exemption request
 - Previous education diploma
 - Previous education diploma supplement
 - Proof of prior qualifications
 - Exemption with supporting arguments

9.2.2 Retention period for recommendations on whether students should continue their studies

Warnings on study recommendations (see Article 3.1 paragraph 3) and study recommendations (see Article 3.1 paragraph 1) must be retained for five years after their date of issue.

9.2.3 Retention period for examinations

- 1 The questions, the scoring system, the cut-off score, the attendance list, the official document, and the evaluation of examinations must be retained for seven years after the assessment date.
- 2 Students' examination work, the assessments, and any second assessments must be retained for two years after the assessment date.
- 3 Graduation theses or reports from graduation internships and their related written assessments are retained for at least seven years after the year of graduation.
- 4 Personal data, copies of certificates and their associated lists of marks are retained for 50 years.
- 5 If necessary, the board of examiners may extend the period mentioned in paragraph 1.

9.2.4 Retention period for examination statements

- 1 Certified statements as referred to in Article 5.16 paragraph 2 should be retained for ten years after the date of issue.
- 2 Requests as referred to in Article 5.16 paragraph 2 should be retained for one year after being dealt with.

9.2.5 Retention period for certificates

- 1 Certificates, as referred to in Article 6.5 paragraph 2, that belong to the first-year, main-phase, and the Associate Degree final exam should be retained for 50 years after their date of issue.
- 2 The 50-year retention period also applies to:
 - Degree statement
 - Diploma supplement
 - Additional teaching certificate
 - Minor certificate
- 3 In the case of the first-year final exam, the application and the board of examiners' list of decisions should be retained for five years.
- 4 In the case of the main-phase and the Associate Degree final exam, the request, the assessment of the request, the board of examiners' list of decisions, and the statement of receipt of the certificate by the student should be retained for seven years.

9.2.6 Retention period - fraud

- 1 The proposal to the Executive Board, as referred to in Article 5.15.3 paragraph 2 should be retained for two years after termination of enrolment.
- 2 The retention period of two years after termination of enrolment also applies to:
 - Detection of fraud
 - Notification to student
 - Student's statement of defence
 - Denial of participation in examination (if applicable)
 - Declaring the examination invalid (if applicable)

9.2.7 Retention period - appeals

The documents relating to the procedure as referred to in Article 5.12 are subject to the following retention periods:

- Confirmation of receipt: one year
- Appeal, if dealt with: ten years
- Appeal, if not dealt with: three years
- Assessment of amicable settlement: five years

Attachment 1 Code of conduct for teaching in the English language

Section 7.2 of the WHW

1 General

- 1 Article 2.3 states whether all or part of the degree programme is taught in English.
- 2 The academy director should set preconditions for the use of English that safeguard the quality of the courses in question, especially regarding the language skills of the lecturers concerned.

2 Additional provisions

- 1 If a degree programme is taught entirely in English, then English must be used by programme staff and students in the following situations:
 - a In official degree programme documents (such as the Teaching and Examination Regulations and study guides)
 - b In the course material made available by the programme (such as lecture notes and readers)
 - c During all teaching activities
 - d During all contact with the academy organisation, except contact with a student counsellor or confidential counsellor
 - e An exception to the above may be made if a student is on a work placement or doing a graduation assignment with an external client in the Netherlands. In this case, the end product may also be in Dutch.
- 2 If only one or a few courses (such as a minor) are taught in English, then English must be used by programme staff and students in the following situations:
 - a In official degree programme documents relating to these courses (such as study guides)
 - b In the course material made available by the programme (such as lecture notes and readers)
 - c During all teaching activities on these courses
- 3 The use of English is not compulsory for Dutch students in the following situations:
 - a Contact with the student counsellor
 - b Contact with staff outside the programme/academy
 - c Contact with the Executive Board

Attachment 2 Competencies

The ten competencies of Leisure & Events Management (from the National Educational Profile 2019) are:

1. Developing a vision of society and the role of leisure therein
2. Developing new strategies for the public sector domains: market, government, community, non-profit sector
3. Creating and marketing meaningful leisure experiences
4. Directing within networks
5. Organising, managing, analysing and improving business processes and organisations (including project organisations)
6. Organising and facilitating staffing in projects and (small) organisations
7. Analysing and implementing the financial and legal aspects involved in the creation of leisure products and services
8. Developing, implementing and evaluating processes of change.
9. Self-directing competency
10. Social and communicative competency

Attachment 3 Enrolment on a minor

Choice of multidisciplinary (comprehensive) or degree programme minors at BUas

- Information about the minors is posted on LMS in October/November of the preceding academic year;
- Information sessions about the multidisciplinary and degree programme minors are held in November and February;
- During the registration period in February, students register their choice of minor in Osiris;
- Students who are not selected (by the drawing of lots or otherwise) are invited to choose a second minor;
- All students receive confirmation in early April about which minor they will be taking.

Choice of previously approved external Kies op Maat minors (see overview on LMS)

- The student gives notice of choice of external minor in Osiris during the registration period in February of the preceding academic year;
- The student submits a request for signing the learning agreement for the external minor to the board of examiners;
- The student arranges registration via the Kies op Maat website;
- Costs for taking an external minor are settled via Kies op Maat;
- ECTS credits obtained are included in the student's curriculum.

Choice of other external Kies op Maat minors

- The student gives notice of choice of external minor in Osiris during the registration period in February of the preceding academic year;
- The student submits a reasoned request for taking an external minor to the board of examiners;
- The board of examiners takes a decision relating to admission to the external minor:
 - a in the case of a positive decision by the board of examiners, any ECTS credits obtained are added to the student's curriculum and the costs are settled via Kies op Maat.
 - b in the case of a negative decision by the board of examiners, any ECTS credits obtained are not added to the student's curriculum and the costs for taking the minor are payable by the student.

Choice of external minors at universities not affiliated to Kies op Maat

- The student gives notice of choice of external minor in Osiris during the registration period in February of the preceding academic year;
- The student submits a reasoned request for taking an external minor to the board of examiners;
- The board of examiners takes a decision relating to admission to the external minor:
 - a in the case of a positive decision by the board of examiners, any ECTS credits obtained are added to the student's curriculum and the costs are settled via Kies op Maat. The costs of taking the external minor are payable by the student.
 - b in the case of a negative decision by the board of examiners, any ECTS credits obtained are not added to the student's curriculum and the costs for taking the minor are payable by the student.

Attachment 4 Assessment and conclusion

- 1 The assessment of each examination is expressed in one of the following ways:
 - a a figure from 0 to 10, to one decimal place,
 - b in words, with an equivalent mark as shown in the following table.

Assessment in words	Abbreviation	Equivalent mark	Issuing of ECTS credits
Zero	N	0	No
Very poor	ZS	1	No
Poor	S	2	No
Very unsatisfactory	ZO	3	No
Unsatisfactory	O	4	No
Weak	Z	5	No
Satisfactory	V	6	Yes
More than satisfactory	RV	7	Yes
Good	G	8	Yes
Very good	ZG	9	Yes
Outstanding	U	10	Yes

- c passed; not passed; no equivalent mark exists for these assessments.

Assessment in words	Abbreviation	Issuing of ECTS credits
Passed	VD	Yes
Not passed	NVD	No

- d other assessments, without equivalent marks, as shown in the following table:

Assessment in words	Abbreviation	Issuing of ECTS credits
Fraud	FR	No
Missed opportunity	GK	No
Exemption	VRIJ	Yes

- 2 The rounding off and calculation of averages of examinations is subject to the following:
 - a Marks are entered into Osiris to one decimal place. This choice is made at academy level.
 - b If whole marks are entered into Osiris:
 - a 6 or higher is sufficient for the issuing of ECTS credits
 - and if marks have to be rounded up or down to whole numbers before they can be entered, this is done as follows: up to n.49, rounded down (the mark is then 'n'), from n.50, rounded up (the mark is then 'n+1').

For example:

Mark	Rounding up or down to a whole number
5.40	5
5.49	5
5.50	6
5.51	6

- c If marks are entered into Osiris to one decimal place:
 - a 5.5 or higher is sufficient for the issuing of ECTS credits.
 - Then marks of up to two or more decimal places are rounded down to one decimal place before they can be entered. The rounding down is done after the first decimal.
For example:
 - 5.49 becomes 5.4
 - 6.73 becomes 6.7
 - d Assessment in words, without an equivalent mark, do not count for the purpose of calculating averages (including GPA) or compensation arrangements.
 - e All assessments with an equivalent mark count towards the calculation of the student's average result.

- f Averages are always weighted averages. The weighted average is calculated on the basis of the number of ECTS credits of the subordinate parts.

Attachment 5 Leisure & Events Management English programme

Cursus	E C T S	Jaar	Examenprogramma onderdeel	Korte naam	Omschrijving	Vervanging
DILMB.N2MKT-C01	9	JAAR 2	COMPETENCES	Competence 2 Marketing	Knowledge test Marketing	Oral
DILMB.N2OM-02C	9	JAAR 2	COMPETENCES	Competence 3 Operational Management	Knowledge test Operational Management	Oral
DILMB.N2OM-02C	9	JAAR 2	COMPETENCES	Competence 3 Operational Management	Test Financial Management	Test Financial management
DILMB.N2LD1-C01	4	JAAR 2	COMPETENCES	Competence 4 Leisure Direction year 2	Knowledge test Leisure Direction	Oral
DILMB.N2IMA-C01	9	JAAR 2	COMPETENCES	Competence 5 Imagineering	Product Imagineering	Alternative assignment
DILMB.N2RES1-C01	6	JAAR 2	COMPETENCES	Competence 6 Research 1 year 2	Kennistoets Onderzoek	Oral
DILMB.N2RES1-C01	6	JAAR 2	COMPETENCES	Competence 6 Research 1 year 2	Product Onderzoek	Alternative assignment
DILMB.N2CL1-03C	1	JAAR 2	CREATIVE LEADERSHIP 1	Competence 8 Creative Leadership year 2	Professional 3D pitch	Alternative assignment
DILMB.N2CL-01C	1	JAAR 2	CREATIVE LEADERSHIP 1	Competence 8 Creative Leadership year 2	Ship Assignment cl 1	Alternative assignment
DILMB.N2ICC-02C	2	JAAR 2	CREATIVE LEADERSHIP 1	Competence 8 Intercultural Competence	Opdracht ICC	Alternative assignment
DILM2.ENG3-01	4	JAAR 2	DESIGN AND MARKETING LANGUAGES	English 3	Letter of Request English 3	Modified form
DLM2.PORTF-01	8	JAAR 2	DESIGN AND MARKETING PORTFOLIO	DM Portf - Portfolio	Portfolio	Modified form

DLM2.PORTF-01	8 JAAR 2	DESIGN AND MARKETING PORTFOLIO	DM Portf - Portfolio	Process	Modified form
DILMB.N2EN1-02C	3 JAAR 2	ENGLISH	Competence 7 English 1 year 2	English portfolio part 2	Modified form
DILMB.N2EN2-02C	1 JAAR 2	ENGLISH	Competence 7 English 2 year 2	Bus. English 2 Transcription Assignment	Modified form
DILM2.FREE1-01	1 JAAR 2	FREE ELECTIVES	Free elective 1	Free elective 1	Free elective
DILM2.FREE2-01	1 JAAR 2	FREE ELECTIVES	Free elective 2	Free elective 2	Free elective
DILM2.FREE3-01	1 JAAR 2	FREE ELECTIVES	Free elective 3	Free elective 3	Free elective
DILM2.FREE4-01	1 JAAR 2	FREE ELECTIVES	Free elective 4	Free elective 4	Free elective
DLM2.CPUBL-01R	2 JAAR 2	STAKEHOLDER MANAGEMENT DEEP DIVE PUBLIC	Resit Course Public & non-profit sector	Resit Course Public & non profit sector	Current education
DLM2.CPUBL-01	2 JAAR 2	STAKEHOLDER MANAGEMENT DEEP DIVE PUBLIC	SD - Course Public and non-profit sector	Group script	Current education
DLM2.CPUBL-01	2 JAAR 2	STAKEHOLDER MANAGEMENT DEEP DIVE PUBLIC	SD - Course Public and non-profit sector	Individual Conversation	Current education
DILM2.ENG4-01	4 JAAR 2	STAKEHOLDER MANAGEMENT LANGUAGES	English 4	letter of application & CV English 4	Current education
DLM2.MEAN-01	6 JAAR 2	STAKEHOLDER MANAGEMENT PROJECT	SM - Loop 3: Giving meaning	SM - Loop 3: Giving meaning	Current education
DLM2.ACT-01	5 JAAR 2	STAKEHOLDER MANAGEMENT PROJECT	SM - Loop 4: Activating	SM - Loop 4: Activating	Current education
DILMB.N2LD2-01C	6 JAAR 3	REGULAR	Competence 4 Leisure Direction year 3	Product Leisure Direction	Alternative assignment
DILMB.N2CL2-01C	6 JAAR 3	REGULAR	Competence 8 Creative Leadership year 3	Portfolio Creative Leadership portfolio	Alternative assignment

DLEME3.CE-01	2 JAAR 3	REGULAR	Competence exam	Competence exam	Competence exam
DILMB.N2CE-01	5 JAAR 3	REGULAR	Competence exam	Competentie examen	Competence exam
DLEME3.ENG6-19	2 JAAR 3	REGULAR	English 6 (Evidence folder)	English 6	Modified form
DILMB.N3PLC-01	4 0 JAAR 3	REGULAR	Placement	Stage	Placement
DLEME3.PLACE1-19	2 3 JAAR 3	REGULAR	Placement 1	Placement report and evaluation	Tailored
DLEME3.PORTF1-19	5 JAAR 3	REGULAR	Portfolio 1	Portfolio 1	Tailored
DLM3.ENG5-01	1 JAAR 3	SEMESTER 5	English 5	English 5 - oral exam	Oral
DLM3.PLACE1-01	1 6 JAAR 3	SEMESTER 5	Placement 1	Placement report and evaluation	Placement report and evaluation
DLM3.PORTF1-01	1 1 JAAR 3	SEMESTER 5	Portfolio 1	Assignment Imagineering	Alternative assignment
DLM3.PORTF1-01	1 1 JAAR 3	SEMESTER 5	Portfolio 1	General portfolio	Tailored
DLM3.PORTF1-01	1 1 JAAR 3	SEMESTER 5	Portfolio 1	Onderzoeksvoorstel	Research proposal
DLM3.PORTF1-01	1 1 JAAR 3	SEMESTER 5	Portfolio 1	Vision paper	Tailored
DLM3.ENG6-01	2 JAAR 3	SEMESTER 6	English 6	English 6 portfolio assignment	Modified form
DLM3.PLACE2-01	1 6 JAAR 3	SEMESTER 6	Placement 2	Placement report and evaluation	Placement report and evaluation
DLM3.PORTF2-01	1 2 JAAR 3	SEMESTER 6	Portfolio 2	Corporate Responsibility	Tailored
DLM3.PORTF2-01	1 2 JAAR 3	SEMESTER 6	Portfolio 2	General Portfolio	Tailored

DLM3.PORTF2-01	1 2	JAAR 3	SEMESTER 6	Portfolio 2	ICC	Alternative assignment
DLEME4.GRASS-19	2 5	JAAR 4	AFSTUDEREN	Graduation Assignment	Final Product	Final product
DLEME4.GRASS-19	2 5	JAAR 4	AFSTUDEREN	Graduation Assignment	Graduation Plan	Graduation plan
DILM4.GRASS-01C	2 5	JAAR 4	AFSTUDEREN	Graduation Assignment Intern. Leis. Man	graduation assignment	Graduation assignment
DILM4.CEX3-01C	5	JAAR 4	EXAM ILM	Competence exam 3 Intern Leisure Managem	Competentie examen 3 ILM	Final oral exam
DSPE4.N3THA30	3 0	JAAR 4	GRADUATION	Afstudeeropdracht	Afstudeeropdracht	Graduation assignment
DLEME4.OREX-19	3	JAAR 4	GRADUATION	Final oral exam	Final Oral Exam	Final oral exam
DLEME4.OREX-02	3	JAAR 4	GRADUATION	Final oral exam	Final Oral Exam	Final oral exam
DLEME4.GRASS-02	2 5	JAAR 4	GRADUATION	Graduation Assignment	Final Product	Final product
DLEME4.GRASS-02	2 5	JAAR 4	GRADUATION	Graduation Assignment	Graduation Plan	Graduation plan
DVTMB.N3CE-01	1 0	JAAR 4	LEVEL 3 FINAL EXAMS	Competentie examen niveau 3	Competentie examen niveau 3	Final oral exam
DATP4.PGS-20	2	JAAR 4	PROGRESSTEST 4	Progress Test	Progress test year 4	Progress test year 4
DLEME4.PGS-20	2	JAAR 4	THEORY EXAM	Progress Test	Progress test year 4	Progress test year 4