

Academic and Examination Regulations (OER)

Master's degree programme in
Culture, Organization and Management
Political Science
Social and Cultural Anthropology

Academic year 2011-2012

VU University Amsterdam
Faculty of Social Sciences

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1 General provisions

Article 1. Regulations' scope of application

1. These regulations apply to the educational activities associated with and examinations of the Master's degree programmes in
 - Culture, Organization and Management
 - Political Science
 - Social and Cultural Anthropologyhereinafter referred to as: 'the degree programmes'.
2. The degree programmes are offered by the Faculty of Social Sciences of VU University Amsterdam, hereinafter referred to as: 'the faculty'.
3. The Faculty Board delegates the task of admitting students to the Master's programmes stated in paragraph 1 to the Examination Board of the relevant programme.
4. These regulations apply to anyone following the degree programme in this academic year, irrespective of when he or she started the degree programme. Where necessary, transitional regulations will also apply. These are appended to these regulations.

Article 2. Definitions

If the terms used in these regulations also occur in the Higher Education and Research Act (*Wet op het hoger onderwijs en wetenschappelijk onderzoek*, WHW), the meaning given in this Act will prevail. Below is a list of key terms and their definitions within the context of this document:

- a. The Act: The Higher Education and Research Act, abbreviated as WHW.
- b. Examination Board the Examination Board of the relevant degree programme of the faculty
- c. (Programme) Component A subject or programme component as defined in Article 7.3, paragraphs 2 and 3 of the Act.
- d. Study guide The faculty's study guide
- e. Institution VU University Amsterdam
- f. Semester The academic year consists of two semesters, each of 20 weeks
- g. Period A semester consist of three periods of respectively 8,8 and 4 weeks
- h. Student A person who is registered at the University for the classes and/or examinations of one of the Master's programmes
- i. Blackboard Electronic system intended for the sharing of educational information.
- j. Disability A disorder of a temporary or permanent nature which affects the student's ability to follow the programme or to complete examinations or practicals.
- k. EC a unit of 28 study load hours, in accordance with the European Credit Transfer System
- l. Examination a test of the knowledge, understanding, attitude and/or skills of the examination candidate, as well as the evaluation of the results of that test. There are three kinds of examinations: a written examination, an oral examination and remaining written work (assignments, papers, reports and projects, etc.)
- m. Constituent examination part of a test, as well as the assessment of that part
- n. Re-registration students who in a previous year failed an examination and want to resit in the following year have to re-register for the examination in question
- o. Working day Monday to Friday, with the exception of the collective days off
- p. Pre-Master's programme a programme consisting of sixty credits, which serves to prepare students for the associated Master's programme
- q. Follow-up Master's The degree programme to which access is legally granted on the basis of a designated Bachelor's degree programme.
- r. VUnet A studentportal which provides information about the study
- s. SAP/SLM The studentinformationsystem of the VU.

Article 3. Aim of the degree programmes

1. The degree programmes aim to achieve the following:
 - to teach the student specialized knowledge, skills and understanding in the field of the Master's programme in question and
 - to prepare the student for academic work in the field of the Master's programme in question.
2. The degree programmes also promote the academic education of the student, in particular with reference to:
 - independent, academic thought processes and performance;
 - communicating at an academic level;
 - applying specialist academic knowledge in a wider and/or philosophical and social context.
3. The degree programmes focus attention on the student's personal development, promotes his or her awareness of social responsibility and develops students' skills of expression in the English language.

Article 4. Degree programme types

The Master's programmes in Culture, Organization and Management, in Political Science and in Social and Cultural Anthropology are offered on a full-time basis.

Article 5 English Language Requirement

1. For admission to the English-language Master's degree programmes, the applicant must complete a certified English-language test before beginning the programme.
2. The minimum requirements for students' English language proficiency for admission to COM and SCA are:
 - IELTS: 6.5
 - TOEFL paper based test: 580
 - TOEFL computer based test: 237
 - TOEFL internet based test: 92-93
 - The minimum requirements for students' English language proficiency for Admission to PS are:
 - IELTS: 7
 - TOEFL paper based test: 600
 - TOEFL computer based test: 250
 - TOEFL internet based test: 100
3. The following are exempt from this test:
 - anyone who has passed all the distinct components of an English test (IELTS/TOEFL) no longer than two years before commencement of the programme;
 - anyone who has met the requirements of the VU English language proficiency test: TOEFL ITP (provided that these test results match the requirements mentioned in paragraph 2);
 - anyone who has completed a previous degree programme in the English language in an English-speaking country included on the relevant list issued by the International Office;
 - anyone who holds a Bachelor's degree or a pre-Master's course certificate for which this Master's degree programme has been designated as an official follow-up Master's. This student may be required to sit a language test during the degree programme.

2 Admission to the degree programme

Article 6. Previous education

1. Students can be admitted to the degree programme if they hold a certificate of admission, issued by or on behalf of the Faculty Board because they have demonstrated that they meet the knowledge, understanding and skills requirements reflecting the final level of attainment in an academic Bachelor's degree programme in the social sciences with a minor programme (30 credits) in Political Science for admittance to the master's programme in Political Science or a minor programme in Cultural Anthropology for admittance to the master's programme in Social and Cultural Anthropology. Furthermore, for receiving a certificate of admission applicants have to meet the requirements indicated in the appendix.
2. Holders of a Bachelor's degree in one of the disciplines offered at the Faculty of Social Sciences will be deemed to have the knowledge and skills referred to in the first paragraph and will be admitted to the master's programme in Culture, Organization and Management. Holders of a Bachelor's degree in Political Science from VU University Amsterdam will be deemed to have the knowledge and skills referred to in the first paragraph and will be admitted to the master's programme in Political Science. For these students evaluation of the information pack indicated in the appendix is still binding. Holders of a Bachelor's degree in Cultural Anthropology will be deemed to have the knowledge and skills referred to in the first paragraph and will be admitted to the master's programme in Social and Cultural Anthropology.
3. On the advice of the NUFFIC, candidates who wish to register on the basis of a non-Dutch Bachelor's Degree must possess a declaration by the Examination Board that their degree is equivalent to those Dutch Bachelor's Degrees which are recognized as entry qualifications.
4. Conditional admission is also possible on the basis of the following university qualifications:
 - a. A Bachelor's Degree from a programme at a university in the Netherlands or abroad.
 - b. A '*doctoraal*' degree from a Dutch university programme.
 - c. A certificate from the Royal Military Academy, the Netherlands Police Academy or the Royal Naval College.For further details see paragraph 5 and 6.
5. Without prejudice to the provisions of paragraph 1 to 4, the Examination Board may grant admission to the programme if the Board believes that a candidate's educational background is equivalent to the degree or certificate of the Bachelor's Degree or pre-Master's course leading on to the relevant Master's programme.
6. Without prejudice to the provisions of paragraph 1 to 4, the Examination Board may grant admission to the programme to candidates with a different educational background if the Board feels that the candidates in question will be able to meet the entry requirements within a reasonable period of time. The highest entry requirement that the Examination Board can impose is the full sixty-credit programme of the pre-Master's course which leads on to the Master's programme in question.
7. Admission is also possible on the basis of a certificate or Bachelor's degree from a Dutch programme of Higher Vocational Education with a study load of 240 credits, subject to the following conditions:
 - a. The candidate passes the assessment which makes up part of the admissions procedure for the Dutch graduates of an institute of Higher Vocational Education.
 - b. The candidate obtains satisfactory marks on completion of the preparatory programme (pre-Master's course).
8. The assessment consists of tests of:
 - a. text comprehension and reading proficiency in English;

- b. proficiency in arithmetic and mathematics/statistics;
 - c. comprehension of an academic case study.
9. There will only be one opportunity to complete the components referred to in Paragraph 8.
 10. The result of the components 8a and 8b is binding.
 11. A candidate who fails the component referred to in Paragraph 8a may compensate for this by successfully completing the summer course in English. A candidate who fails the component referred to in Paragraph 8b may compensate for this by successfully completing the summer course in Mathematics.
 12. The Examination Board is empowered to set further educational requirements in the case of applicants whose degree was awarded more than ten years previously.
 13. Applicants who have already successfully completed the pre-Master's programme designated for this Master's programme and have received a certificate of admission as proof thereof, may also be admitted.
 14. The certificate of admission relates exclusively to the academic year following the academic year in which the application for the certificate was submitted, unless the Executive Board decides otherwise.

3 Composition of the degree programme

Article 7 Composition of the degree programme

The degree programmes will comprise the components listed in the appendix to these Academic and Examination Regulations.

Article 8 Study load

The degree programmes have a study load of 60 credits. One credit is equivalent to 28 hours of study.

4 Organization

Article 9 Course and examination registration

1. Students are obliged to register for each course using VUnet. By registering for a course, students simultaneously register for the first opportunity to take the (constituent) examination for that course.
2. Registration periods of courses:
 - Period 1: Registration closes three weeks after the start of the academic year;
 - Other periods: Registration closes four weeks before the start of the period;

The registration process starts once the timetables for that semester have been published (June/December).

In all cases, the registration deadline for educational activities is 00:00 on a Monday morning.

3. Re-registration for an exam closes two weeks before the date of the exam (or exam resit), using VUnet. The deadline for re-registration depends on the day on which the exam is to be held.
4. Students who wish to participate in the second opportunity (exam resit) to take the examination are obliged to register two weeks before the examination at the latest, using VUnet.

5. Students who participate in a course or resit without registration will only be able to receive their final grade after payment of administrative costs of €25 per course / examination. The maximum amount payable is €50 each time. Payment is possible by: a) using the PIN card reader at the study secretariat or b) by transferring the amount to bank account number 487831861 (ABN/AMRO) in the name of the Faculty of Social Sciences. Students must include their name and student number, name and code of the course and, if applicable, the date of the completed examination in question.
6. If and when a student claims to have valid reasons for not being able to register before the deadline, the Faculty Board can be asked to waive these costs. The decision by the Faculty Board in this is binding.
7. No lectures will take place when there are fewer than five students. If this is the case, the lecturer will provide individual supervision.

5 Examinations and final examinations

Article 10 Number of examinations, time periods and frequency

1. Each subject has two opportunities to take examinations in the degree programme in each academic year.
2. The first examination opportunity takes place in the last week of the period in which the subject is scheduled.
3. In period 1,2,4 and 5 this last week is reserved for examinations. In the preceding week no new matters will be presented, but there can be rehearsals, question times and the like.
4. For examinations accounts:
 - a) The first opportunity is in the examination week according to the standard calendar of the VU
 - b) The resit is scheduled conform the FSW-calendar on the Faculty's website.
 - c) Both first and second opportunity can take place during the daytime or in the evening.
 - d) The dates, time slots and location of the examination are set at the least 4 weeks before the examination. The temporary examination schedule is available once the timetables for that semester have been published (June/December).
 - e) The examination schedule can be found at www.rooster.vu.nl
5. Written work, unlike written examinations, can be handed in during the period or as a resit on the Friday of the week in which the resits are held for the period in which the subject was taken. Written work of period 6 must be handed at latest on 6 August 2012.
6. Questions from examinations or mid-term examinations are made available to students, preferably by allowing them to take the examination question sheets with them at the end of the examination or mid-term examination. If students can not take the question sheets with them, the questions are made available on Blackboard, within 5 working days after the (mid-term) examination. An exemption holds for multiple choice examinations which are given to all bachelors and premasterclass students. Those courses offer representative exercise material.
7. Examinations for practicals are given once a year.
8. If no indication is provided with regard to the number of times an examination may be taken in each academic year, because this concerns a subject not provided by the

degree programme itself, that stipulated in the Academic and Examination Regulations for the relevant degree programme will apply.

9. As an exception to paragraph 1, if a subject is not taught in a given academic year, at least one opportunity to sit an examination in that subject will be offered during the course of that year.
10. The appendix includes a list of the examinations which cannot be taken until the designated qualifying examinations have been passed.
11. In exceptional cases, the Examination Board may issue permission for the rules regarding the number of times in which examinations may be taken to be waived.

Article 11 Assessment

1. An examination is assessed as a pass or a fail (expressed as a mark): 6 or higher (pass) and 5 or lower (fail).
2. If an examination is made up of several components, no assessment will be made of this examination until all components have been tested.
3. The assessment of a work placement/internship or a research assignment will be issued by the examiner after consultation with the relevant supervisor on site.

Article 12 Types of examinations

1. The examinations will be taken in the manner described in the study guide for the degree programmes. The assessment procedure and criteria are published in Blackboard at the start of the course. In case of a constituent examination, it is explained by what method the grade of the constituent examination is calculated from the results of its constituent elements, and how resits can be arranged.
2. If no indication is provided with regard to the manner in which an examination may be taken, because this concerns a subject not provided by the degree programme itself, that stipulated in the prospectus for the relevant degree programme will apply.
3. The Examination Board can deviate from that stipulated in paragraph 1. A request to do so can be submitted by the student or by the examiner.

Article 13 Oral examinations

1. Unless specified otherwise by the Examination Board, no more than one student at a time will sit an oral examination.
2. Unless otherwise specified by the Examination Board, a second examiner will be present during an oral examination.
3. Oral examinations will be public unless decided otherwise by the Examination Board or the relevant examiner in exceptional cases. Students can submit a corroborated objection against the examination being held in public to the Examination Board. The Examination Board will weigh the student's objection against the interests of holding a public examination.
4. Before the commencement of an oral examination, the examiner will ask the student for valid proof of enrolment.

Article 14 Determining and publishing examination results

1. The examiner will determine the results of the (constituent) examination as soon as possible, but at the latest within fifteen working days after the examination has been taken. The examiner will provide the faculty Education Office with the relevant information. The faculty Education Office will ensure that the results of the examinations are recorded and published within five working days after having received the relevant information, with due regard for the student's privacy.

2. If, as a result of exceptional circumstances, the examiner is likely to exceed the deadline, he or she must inform the Examination Board, stating reasons, who will then ensure that the student is informed of the new deadline.
3. The examiner will determine the result of an oral examination immediately after the examination in question and will give the student a written explanation of this decision. The examiner will submit the assessment of the oral examination to the faculty Education Office in writing. The faculty Education Office will process the mark within five working days of receipt and will publish it on the student information system.
4. When notified of the result for an examination, the student will also be informed of the right of inspection as referred to in Article 16, as well as the option of appealing to the Examination Appeals Board.
5. In the event that the Examination Board ascertains that a student has committed fraud, it is entitled to take measures against the student.

Article 15 Period of validity of examinations

1. A successful result for the completion of an examination component is valid for an unlimited period.
2. As an exception to the first paragraph, in cases where it has been over six years since the student successfully completed the examination in a given component, the Examination Board may decide that he or she is required to sit an additional or replacement examination in that component before being permitted to sit the final examination.
3. Successfully completed subjects of the full-time offered Pre-master's courses remain valid for two years. Successfully completed subjects of the part-time offered Pre-master's courses remain valid for three years.
4. Notwithstanding the provisions of paragraph 3, in special cases the Examination Board may extend a subject's period of validity.
5. Assessments of constituent tests are valid until 31 August of the academic year in which they are issued.

Article 16 Right to inspection

1. For a period of at least four weeks following publication of the results for an examination, the student will upon request be given the opportunity to inspect his or her assessed work. If a student intends to appeal against the way in which his or her work has been assessed, he or she will be issued with a copy of the assessed work at cost price.
2. During the period specified in the first paragraph, the examination candidate can be informed of the questions and assignments in the examination in question, as well as the standards against which the assessment was conducted.
3. The Examination Board has the right to determine that the inspection referred to in paragraphs 1 and 2 takes place at a given location and at a fixed time.
4. If the student can demonstrate that he or she is or was unable to attend at the place and time indicated, he or she will be granted another opportunity to do so.
5. The locations and times indicated in the third paragraph will be announced well in advance and at least one week before the specified time.

Article 17 Reflective discussion of examinations

1. As soon as possible after the results of an oral examination have been announced, a reflective discussion will be held between the examiner and the student at the request of the student or on the initiative of the examiner. If requested, a justification of the assessment will be given.
2. For a period of four weeks after the publication of the results of a examination, the student can request a reflective discussion with the relevant examiner. The reflective discussion will take place within a reasonable period at a time and location determined by the examiner.

3. If the Examination Board organizes or arranges a collective reflective discussion, students may only submit a request as stipulated in the previous paragraph if they have been unable to attend the collective discussion for reasons beyond their control.
4. That stipulated in paragraph 3 applies *mutatis mutandis* if the Examination Board or the examiner offers the student the opportunity to compare his or her answers with model answers.
5. The Examination Board can decide to permit exceptions to the provisions in the paragraphs 2 and 3.

Article 18 Exemption

1. After soliciting the advice of the relevant examiner, the Examination Board can grant exemption from an examination based on an examination successfully completed in the past within higher education in the Netherlands or elsewhere, the content, level and study load of which correspond to the component for which exemption has been requested.
2. If a student wishes to meet the requirements of specific examinations by studying at a different faculty or (Dutch or foreign) university, prior approval is required from the Examination Board.
3. Mastertheses are excluded from exemption.

Article 19 Final examination

1. If the examinations for the programme components relating to the degree programme have been completed successfully, the final examination has been completed.
2. Students who have successfully completed the final examination will be conferred the title 'Master of Science' by the Executive Board.
3. Details of the degree awarded will be recorded on the degree certificate in question. In relevant cases, details of the degree can be recorded in the diploma supplement.

6 Study advice

Article 20 Records of study progress

The Faculty Board will ensure records are kept of study results in order to enable students to consult the student information system at any time for details of the results they have achieved for the various teaching components in the degree programme.

Article 21 Study advice

The Faculty Board will ensure that students enrolled for the degree programme are provided with study advice. The Board has established Study Advice Regulations and sees to it that these are available through the Faculty's website.

Article 22 Adaptations for students with disabilities

1. Students with a disability will qualify for special adaptations to the teaching provided and examinations, based on a written request submitted for that purpose to the Examination Board. These adaptations will be tailored as far as possible to the individual disability of the student, but are not permitted to affect the quality or level of difficulty of the subject or final examination programme. The facilities available for this purpose may consist of examinations whose nature and duration is attuned to the situation of the individual concerned, or providing practical aids.
2. The request referred to in paragraph 1 must be submitted to the Examination Board and possibly accompanied by a recent recommendation from a student counsellor. This recommendation is based on a statement from a doctor or psychologist. In the case of dyslexia, no recommendation from a student counsellor is required and a statement from a BIG, NIP or

NVO accredited testing centre will suffice. Where possible, the statement should include an estimation of the extent to which progress of study will be hindered.

3. When a disability gives cause for extension of the examination time, the study advisor will provide the student with a statement in which the permission to extend the examination time is written down.
4. A statement as referred to in paragraph 2 is valid for a maximum of one year. In the case of a chronic disorder, this period of validity may be extended at the recommendation of a student counsellor.
5. The Faculty Board will decide on any requests for adaptations relating to the educational facilities. The Examination Board will decide on any requests for adaptations relating to the process of examining.
6. A request for adaptations can be declined if this request requires a disproportional part of the organisation or the university means.

7 Transitional and final provisions

Article 23 Conflicts with the regulations

1. If a study guide or other regulations relating to the study programme or the examination programme are in conflict with these regulations, that stipulated in these regulations will take precedence.
2. In case of unwarranted hindrance to the progress of the studies, the student can send a written request to the Examination Board. The Examination Board will apply the standards as mentioned in the Rules and Guidelines of the Examination Boards, article 15.

Article 24 Amendments to the regulations

1. Amendments to these regulations are implemented by the Faculty Board, by means of an individual decision. This takes place following a recommendation by the programme committee relating to the regulations in their entirety, and with the endorsement of a joint meeting of those sections which do not relate to the subject of Article 7.13 paragraphs 2 a to g, and paragraph 3 (follow-up Master's) of the WHW and the admission requirements for Master's degree programmes.
2. An amendment to this regulation will not take effect during the current academic year, unless this does not unreasonably affect the interests of the students.

Article 25 Transitional Regulations

1. In the event that substantive changes are made to the composition of the study programme or to the contents of these regulations, the Faculty Board will draft transitional regulations which will be appended to these regulations.
2. These transitional regulations will always include:
 - a. a regulation relating to exemptions that may be awarded on the basis of examinations already secured;
 - b. the period of validity of the transitional regulations.
3. If a subject in the compulsory study programme is discontinued, a further opportunity will be offered after the final teaching in the subject to sit the examination in the subject. Resits will take place in the academic year subsequent to the final academic year in which teaching in the subject was offered.

Article 26 Publication

1. The Faculty Board will ensure that these regulations are published in an appropriate manner. This also applies to the rules and guidelines drawn up by the Examination Board, and to any amendments to these documents.
2. The regulations indicated in paragraph 1 are available through the faculty's website.

Article 27 Date of commencement

These regulations come into force on 1 September 2011.

Programme Committee Recommendation, dated June 2011

Endorsement by Joint Meeting, dated 4 July 2011

Adopted by the Faculty Board on 11 July 2011.

Appendices

I. Curriculum

A) Composition of degree programme Culture, Organization and Management

Master's Thesis in Culture, Organization and Management (24 EC)

Organization Sciences (6 EC)

Organizational Ethnography (6 EC)

Research Lab (6 EC)

Research Proposal (6 EC)

Transnational Organizations in a Global World (6 EC)

One course out of two:

 Changing Organizational Culture (6 EC)

 Culture and Identity in Organizations (6 EC)

B) Composition of degree programme Political Science

Specialisation Comparative European Politics

Master's Thesis in Political Science (18 EC)

Political Science Research: Philosophy and Design (6 EC)

Selected Issues: Comparative Political Institutions and Behaviour (6 EC)

Theories and Approaches in Comparative European Politics (6 EC)

Theories and Approaches in International Relations (6 EC)

Workshop in Comparative European Politics (12 EC)

One course out of four:

 Selected Issues: Global Environmental Governance (6 EC)

 Selected Issues: International Security (6 EC)

 Selected Issues: Multilevel Governance in the EU (6 EC)

 Selected Issues: Transnational Political Economy (6 EC)

Specialisation International Relations and Transnational Governance

Master's Thesis in Political Science (18 EC)

Political Science Research: Philosophy and Design (6 EC)

Selected Issues: Transnational Political Economy (6 EC)

Theories and Approaches in Comparative European Politics (6 EC)

Theories and Approaches in International Relations (6 EC)

Workshop in International Relations (12 EC)

One course out of four:

 Selected Issues: Comparative Political Institutions and Behaviour (6 EC)

 Selected Issues: Global Environmental Governance (6 EC)

 Selected Issues: International Security (6 EC)

 Selected Issues: Multilevel Governance in the EU (6 EC)

Specialisation Global Environment Governance

Master's Thesis in Political Science (18 EC)

Political Science Research: Philosophy and Design (6 EC)

Selected Issues: Global Environmental Governance (6 EC)

Theories and Approaches in Comparative European Politics (6 EC)

Theories and Approaches in International Relations (6 EC)

Workshop in Global Environmental Governance (12 EC)

One course out of four:

Selected Issues: Comparative Political Institutions and Behaviour (6 EC)
Selected Issues: International Security (6 EC)
Selected Issues: Multilevel Governance in the EU (6 EC)
Selected Issues: Transnational Political Economy (6 EC)

C) Composition of degree programme Social and Cultural Anthropology

Field Research (18 EC)
Field Research Design (incl. Qualitative Data Collection) (12 EC)
Master's Thesis in Social Cultural Anthropology (incl. Graduate Seminar) (18 EC)
Theoretical Orientation on Human Security part 1 (6 EC)
Theoretical Orientation on Human Security part 2 (6 EC)

Appendix II. Composition of pre-Master's courses

A) Composition pre-Master's course in Political Science

Academic Skills Workshop (0 EC)
Crossnational Comparative Research (6 EC)
Descriptive and Inferential Statistics (6 EC)
History of Political Thought (6 EC)
International Relations and Global Governance (6 EC)
PMC Reading Course Political Sciences (6 EC)
Pre Master's Thesis in Political Science (incl. Research Seminar) (18 EC)
Social Research Methodology (6 EC)
State, Power and Conflict (6 EC)

B) Composition pre-Master's course in Social and Cultural Anthropology

Ethnographic Monographs (6 EC)
History and Theory of Anthropology (6 EC)
Introduction Anthropology (6 EC)
Premaster's Thesis in Social Cultural Anthropology (12 EC)
Professional and Thematic Orientation on Anthropology (6 EC)
Qualitative Research Methods (6 EC)
Social Research Methodology (6 EC)
One course out of two:
 Anthropology of Religion (6 EC)
 Development and Globalization (6 EC)
One course out of two:
 Culture and Citizenship (6 EC)
 Identity, Ethnicity and Nationalism (6 EC)

III. Sequence of examinations

Vakcode	Vaknaam	Boekingsregel
S_CIO	Culture and Identity in Organizations	Participation in Organization Sciences (S_OS)
S_FR	Field Research	Completion of Field Research Design; having participated in Theoretical Orientation on Human Security Part 2.
S_FRD	Field Research Design (incl. Qualitative Data Collection)	This course can only be taken when concurrent or previous participation in the courses Theoretical Orientation on Human Security Part 1 and Part 2 has been arranged.
S_MTcom	Master's Thesis COM	Participation in the courses of period 1 and 2 is required; the course Research Proposal must be successfully passed.
S_MTps	Master's Thesis in PS	All five courses of P1-P3 (30EC) must have been passed
S_Mtsca	Master's Thesis in Social Cultural Anthropology (incl. Graduate Seminar)	This course can only be taken after sufficient completion of the preceding courses and Field Research of the Master's programme in Social and Cultural Anthropology obligatory.
S_NOC	Networked Organizations and communication	Deelname Organization Sciences (S_OS)
S_RL	Research Lab	Deelname Research Proposal
S_RP	Research Proposal	Deelname in MSc courses periode 1 en 2
S_TOHS2	Theoretical Orientation on Human Security part 2	This course can only be taken after having participated in the preceding course Theoretical Orientation on Human Security Part 1.
S_RCPS	PMC Reading Course Political Sciences	Academic Skills workshop
S_PMCTps	PMC thesis Political Science	At least 24 EC of the PMC program
S_PMCTsca	PMC thesis Social Cultural Anthropology	This course can only be taken after sufficient completion of seventy percent of all the preceding courses of the pre-Master's programme in Social and Cultural Anthropology; additionally students are expected to have participated in all the courses of the pre-Master's.

S_PTOA	Professional and Thematic Orientation on Anthropology	This course can only be taken after sufficient completion of seventy percent of all the preceding courses of the pre-Master's programme in Social and Cultural Anthropology; additionally students are expected to have participated in all the courses of the pre-Master's.
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IV. Transitional regulations

A) As an exception to article 15 successfully completed subjects of the master's programmes remain valid for 10 years, for students started in 2009-2010 or before.

The periode of validity of pre-Master's courses is 3 years for students who started in 2009-2010 or before.

B) From the 2011-2012 academic year, all academic programmes taught by the Faculty of Social Sciences will be structured according to VU University Amsterdam's standard academic calendar. This means that all current academic programmes will be subject to far-reaching reorganization from that date. The courses from the 2010-2011 academic year will no longer be taught from September 2011.

We have drawn up transitional regulations for the existing academic programmes. These regulations will affect all students who are continuing their Bachelor's, Master's or pre-Master's studies from 1 September 2011. Some students will be given the opportunity to complete their existing programme by means of "clean sweep tests" and/or new subjects, while others will have to transfer to a new programme.

Three tables have been compiled for each programme to present the three types of transition: (a) the transition table, (b) the exemption table and (c) the "clean sweep" table. The transition table contains a list of the existing subjects alongside the new subjects that will replace them. The exemption table contains a list of granted exemptions for certain new subjects on the basis of the subjects students have passed on their existing programme. The "clean sweep" table contains a list of subjects in which students will be given one last opportunity to obtain a pass. "Clean sweep" tests will not be organized for subjects which are sufficiently similar to the subject that will replace them.

The general transitional regulations for pre-Master's and Master's programmes are as follows.

Pre-Master's students¹

1. Students who have obtained at least 30 credits on 1 September 2011 will complete their existing pre-Master's programme by taking replacement subjects (see transition table).
2. Students who have obtained less than 30 credits on 1 September 2011 will take the new programme. They will be granted exemptions for subjects from the new programme on the basis of subjects already passed (see exemption table). If, after consultation with the study advisor, it emerges that it would be more appropriate for a student to take the existing

¹ This transitional regulation applies to all students registered for pre-Master's courses, including those students taking the fast-track pre-Master's in Public Administration and Governance.

programme in a specific situation, the student can submit a proposal to the examination board for approval.

3. A standard pre-Master's class is usually worth 60 credits. Students who have to obtain a total of more than 65 credits as a result of the transitional regulations or less than 56 credits as a result of exemptions are required to submit their programme to the examination board for approval.

Master's students (except for students taking the Master's in Social Research)²

1. Students who have obtained at least 20 credits on 1 September 2011 will complete their existing Master's programme by taking replacement subjects (see transition table).
2. Students who have obtained less than 20 credits on 1 September 2011 will take the new programme. On the basis of subjects already passed, they will be granted exemptions for subjects from the new programme (see exemption table).
3. Students require 60 credits in order to obtain a Master's degree certificate. Students who have to obtain a total of less than 60 credits as a result of the transitional regulations are required to submit their programme to the examination board for approval.

The new academic programmes can be consulted at the following web address:

<http://www.fsw.vu.nl/nl/studenten/onderwijsaanpassingen/index.asp> . The same website also contains the transitional regulations with the relevant transition, exemption and "clean sweep" tables. The "clean sweep" tests for subjects taught in Semester 1 will be held in the evening between 12 September and 7 October 2011. "Clean sweep" tests for subjects taught in Semester 2 will be held in the evening between 7 November and 2 December 2011. Exact data will be available by the end of June on the same website. Signing up is in accordance with the standard registration regulations for examinations and resits.

V. Appendix to article 6 Previous education

Application requirements for Culture, Organization and Management:

Applicants with the qualifications referred to in article 6, paragraph 1, 3 and 4 should submit an information pack containing the following.

- a. For non-Dutch applicants: a completed application form.
- b. For non-Dutch applicants: a photocopy of the page(s) of the applicant's passport bearing their name, date and place of birth, and the expiry date of the passport.
- c. For non-Dutch degrees: a certified copy of any degree certificate held, with a summary and an official English translation of subjects taken and results obtained.
- d. For Dutch applicants: a copy of the degree certificate with the relevant transcript.
- e. A letter in English in which the applicant explains his or her reasons for applying for this programme.
- f. For non-Dutch applicants: Two letters of reference by individuals who are in a position to comment on the intellectual skills and the motivation of the applicant.
- g. A detailed curriculum vitae (or résumé) in English.
- h. For non-Dutch applicants: A sample of academic writing in English, preferably a marked academic paper.
- i. If required, proof of English proficiency as detailed in Article 5

Evaluation of this information pack is binding.

² The transitional regulations apply to both full-time and part-time Master's students.

The admissions procedure may include a personal interview.

Application requirements for Political Science

Applicants wishing to gain admission to the Master's programme in Political Science should submit an information pack containing the following.

- a. A completed application form.
- b. A photocopy of the page(s) of the applicant's passport bearing name, date and place of birth and expiry date of the passport.
- c. A certified copy of any degree certificate held, with a summary and an official English translation of subjects taken and results obtained.
- d. A letter in English in which the applicant explains his or her reasons for applying for this programme.
- e. Two letters of reference by individuals who are in a position to comment on the intellectual skills and the motivation of the applicant.
- f. A detailed curriculum vitae (or résumé) in English.
- g. A sample of academic writing in English, preferably a marked academic paper.
- h. If required, proof of English proficiency as detailed in Article 5.

Evaluation of this information pack is binding.

The admissions procedure may include a personal interview.

Application requirements for Social and Cultural Anthropology

Applicants with the qualifications referred to in article 6, paragraph 1-4 should submit an information pack containing the following.

- a. For non-Dutch applicants: a completed application form.
- b. For non-Dutch applicants: a photocopy of the page(s) of the applicant's passport bearing their name, date and place of birth, and the expiry date of the passport.
- c. For non-Dutch degrees: a certified copy of any degree certificate held, with a summary and an official English translation of subjects taken and results obtained.
- d. A letter in English in which the applicant explains his or her reasons for applying for this programme.
- e. For non-Dutch applicants: two letters of reference by individuals who are in a position to comment on the intellectual skills and the motivation of the applicant.
- f. A detailed curriculum vitae (or résumé) in English.
- g. A sample of academic writing in English, preferably a marked academic paper.
- h. If required, proof of English proficiency as detailed in Article 5.

Evaluation of this information pack is binding.

The admissions procedure may include a personal interview.