



Examination Regulation 2019-2020

§ 1 Definitions

Article 1

The following definitions apply to these Regulations:

Teaching and Examination Regulations: the regulations as described in Article 7.13.1 of the Higher Education and Research Act, most recently set by the Faculty Board.

Student: a person enrolled in the university for the purpose of taking courses and/or examinations and a final assessment for a degree programme listed in Article 1.2 sub b of the Teaching and Examination Regulations.

The Examiner: a by the Board of Examiners appointed person as required by Article 7.12c of the WHW, who has the task to examine students on a subject and determine the result of that assessment.

§ 2 The Board of Examiners

Article 2 Sections

The Board of Examiners may establish separate sections to supervise the propaedeutic examinations, the Bachelor's degree examinations and the Master's degree examinations on its behalf.

Article 3 Decision-making

The Board of Examiners and its sections as arranged for in Article 2 adopt decisions based on a simple majority vote.

Article 3a Day-to-day affairs

The Faculty Board appoints an official secretary, who is responsible for the day-to-day affairs.

§ 2a Examiners

Article 4 The Examiners

The following persons have been appointed, based on their qualifications and appointment at the Faculty of Law, as examiners by the Board of Examiners:

- I. All professors, University Senior Lecturers ('UHD's'), University Lecturers ('UD's') and Lecturers that have been appointed at the Faculty of Law;
- II. PhD candidates and postdocs that have been appointed by the Faculty and hold a Master's degree in Law of one of the Dutch Faculties of Law;
- III. Special professors that have a chair at the Faculty of Law;
- IV. All others that have been appointed by the Board of Examiners.

The appointment can be rescinded by the Board of Examiners. A person who has an active student registration for one of the Faculty's programmes is not an examiner.



§ 3 Examinations

Article 5 Material to be examined

5.1 [Repealed]

5.2 The material to be examined consists of the subjects covered in the lectures as well as the written sources in so far as these have been announced in accordance with Article 5.3 and are available in accordance with Article 5.4.

5.3 The written and/or digital sources will be announced in Ocasys and/or on the Student Portal before the start of the education period preceding the examination in question.

If extraordinary circumstances necessitate an announcement at a later date than intended in the previous sentence, then the announcement on the Student Portal will be made as soon as possible after the start of the education period, but no later than two weeks after.

5.4 The written and/or digital sources on which the material to be examined is based must be available at the start of the education period preceding the examination in question.

If extraordinary circumstances prevent availability as intended in the previous sentence, then the sources may be made available after the start of the education period, but no later than two weeks after.

5.5 Contrary to the provisions of Article 5.3 and 5.4, it is possible during the education period:

- a) for additional written material to be issued, although it may not be more than a tenth part in size of the maximum amount of permitted material, or;
- b) that such material to be examined is determined after individual consultation between the examiner and the student.

5.6 The questions and assignments of the examination will be confined to the subjects dealt with during the lectures and the sources announced and made available within the meaning of Article 5.3, 5.4 and 5.5. If this condition is not met, the relevant questions and assignments may not be included in the assessment.

5.7 If the Board of Examiners considers that there are special circumstances, it may decide to depart from what is determined in the previous paragraphs and take suitable measures which protect the justifiable interests of students.

Article 6 Questions and assignments

6.1 The examinations will be representative of the learning outcomes as described in Ocasys with regard to content and form.

6.2 The questions and assignments in the examination will be clear and contain sufficient indications of the detail required in the answers. The examination indicates how many points can be awarded per question.

6.3 Multiple-position questions in multiple-choice form are not permitted.

6.4 Multiple-choice examinations are not permitted for courses taught after the propaedeutic phase, unless the Board of Examiners has given approval for this prior to the examination.

6.5 In case of an examination for which the answering of the examination question is limited to a maximum number of words and exceeding that word limit has



consequences in the marking by the examiner, this consequence is stated on the examination when conducted.

Article 7 The language of the examination

The examinations will be taken in Dutch unless the Teaching and Examination Regulation states that the language of instruction of a course is English. In such cases the examination will also be in English.

Article 8 Type of examination and dates of examinations

8.1 An examination will be either written (digital or on paper) or oral. The type will be stated in the course descriptions in Ocasys. The examiner may only deviate from the type of examination after approval by the Board of Examiners given no later than the sixth week of the education period in question.

In case of resit examinations no approval by the Board of Examiners is required. The examiner will inform the students about the examination form of the resit as soon as possible, but at the latest in week four of the block in which the resit will be conducted, with the exception of courses offered in block 4.

8.2 If the choice between a written and oral examination has been made dependent in the course description in Ocasys on the number of participants, the examiner will determine the form of the examination no later than the second week of lectures of the block in question.

8.3 The examiner will inform students and the Exam Administration of the Student Affairs Office of a decision as envisaged in paragraphs 1 and 2 as soon as possible.

8.4 The dates of written examinations are determined by the Board of Examiners and announced by way of being published on the Student Portal. Additions or changes to what is stated on the Student Portal must be announced at least two months before the date of the examination in question.

8.5 When setting the dates referred to in Article 8.4, as much care as possible will be taken to ensure that examinations of the Faculty which are programmed for the same education period of the same academic year will not coincide.

8.6 The Faculty Board will be informed of the dates referred to in paragraph 4 so that they may be published in good time.

8.7 Oral examinations will be taken on a day and at a time to be determined by the examiner(s).

8.8 The provisions of Article 8.4-8.6 also apply as far as possible to examinations which are conducted in other than written or oral form.

Article 9 Admission

Participation in an examination without exam enrolment is not permitted. The examiner checks if the student is enrolled for the examination. A student who is not enrolled for the examination after the enrolment period can send a motivated request for enrolment to the Board of Examiners.

Article 10 Compulsory enrolment for courses and written examinations

10.1 Enrolment for a course equals enrolment for the examination of that course.

10.2 Enrolment for a course is only possible in the following periods:

- Course enrolment block 1: 19 August 2019 – 13 September 2019;



- Course enrolment block 2: 21 October 2019 – 22 November 2019;
- Course enrolment block 3: 13 January 2020 – 14 February 2020;
- Course enrolment block 4: 23 March 2020 – 24 April 2020.

Based on this course enrolment, the Faculty will enrol students for the examination and possible resit examination. Enrolment is implemented through Progress.

10.3 Students who are enrolled for a course, but failed the first examination will be automatically enrolled for the resit examination.

10.4 Enrolment for examinations and resit examinations without previous course enrolment is possible in week 5 of the education period in which the examination or resit examination is scheduled.

- Repair-enrolment examinations block 1: 30 September – 4 October 2019;
- Repair-enrolment (resit) examinations block 2: 9– 13 December 2019;
- Repair-enrolment (resit) examinations block 3: 2– 6 March 2020;
- Repair-enrolment (resit) examinations block 4: 11 – 15 May 2020.

Article 11 The situation during an examination

11.1 The examiner will ensure that invigilators are appointed for the written examination to ensure that it proceeds without problem.

11.2 Students are obliged to identify themselves by their student card and valid identity papers at the request or behest of the Board of Examiners. Students also need to be able to show their proof of enrolment and table number in Progress when requested.

11.3 Students must obey all instructions of the Board of Examiners, examiner or invigilator that are published before the examination, as well as any instructions issued during the examination and directly afterwards.

11.4 Immediately before or during an examination, the examiner and the invigilator(s) instated by the examiner are authorised on behalf of the examiner to:

- a) check the enrolment papers of the students;
- b) check the documents needed by the students before the examination;
- c) check other belongings or property of students if fraud is suspected.

11.5 The examiner and the invigilator(s) instated by the examiner are authorised on behalf of the examiner to deny a student the right to participate in or continue an examination if he or she:

- a) appears after the start of the examination without a valid excuse;
- b) does not possess a valid enrolment document;
- c) commits a fraudulent act;
- d) disturbs the orderly progress of the examination.

11.6 In the event of one of the situations listed under Article 11.5, the examination papers will be collected by the examiner or invigilator and the examination will be considered not to have been taken.

11.7 Students will not be permitted to start the examination more than half an hour after the official start. Students who have started the examination may not leave the hall until at least half an hour after the start.

Toilet visits are not permitted in the first and last half hour of the examination. During the remainder of the examination, toilet visits are only allowed with the permission of the examiner or invigilator, who will grant this permission unless this will disrupt the order of the examination in his/her opinion.



11.8 During a written examination, the duration of the examination must be indicated in writing. The examiner has the right to extend the duration indicated. Students who leave early may not derive any rights from the fact that a decision to extend was taken after their departure.

11.9 The examiner and the invigilator(s) instated by the examiner are authorised on behalf of the examiner to set rules regarding the removal of examination papers. These rules will be communicated on the examination form or announced during the examination.

11.10 Students who do not comply with the above may be barred by the examiner from taking the examination.

11.11 Students may appeal against a decision by the examiner to the Board of Appeals for Examinations.

Article 12 The assessment

12.1 If the assessment of examinations is expressed in figures, this will always be in round numbers on a scale from 1 up to and including 10.

12.2 The assessment of 'Juridische Onderzoeksvaardigheden 1 and 2', Research seminar International Law, Research seminar European Law, 'Recht en Informatiemanager', research master courses which are assessed by paper, and master seminars will be given in round or half numbers. The manner of assessment will be made known to students at the start of the course unit in question. The assessment of the bachelor-concluding unit and Master's thesis will be given in .0 or 0.5. An assessment cannot lead to the grade 5.5.

12.3 Courses referred to in Article 12.1 and 12.2 are considered to have been passed if a grade of 6 or above has been achieved.

12.4 If the assessment of examinations is not expressed in figures, the examiner in question may choose from the following options:

- fail/insufficient
- has satisfied the requirements.

12.4a If an examiner wishes to deviate from the expression of grades as arranged for in Article 12.1 and 12.2, the examiner needs to send a motivated request to the Board of Examiners.

12.5 Within three days after the results of an examination, not being the seminar, are published a student may submit a request to the Board of Examiners to regard that examination as not taken and be allowed to participate in the next examination opportunity for that course. This regulation may be applied to a maximum of two examinations per academic year.

12.6 If the assessment of an examination as mentioned in Article 12.5 is considered not to be taken is changed by the examiner afterwards in a positive manner, the student can ask the examiner to send the result to the Exam Administration, in which case his/her request to delete his/her grade will be considered as not having been made.

Article 12a Results obtained abroad

Results obtained at a research university outside the Netherlands may be transformed by the Board of Examiners into grades in round numbers on a scale from 1 up to and including 10 and if necessary, the workload will be transformed to ECTS.

Article 13 Announcement of the results



At the end of each education period, the Examination Administration will issue to each student, on behalf of the Board of Examiners, a digital overview of the examinations taken and the results obtained .

Article 14 Registration for and publication of results of oral examinations and papers

14.1 Contrary to the provisions of Articles 10 and 11, this article applies to examinations that must be taken orally in accordance with the course regulations.

14.2 If a student is allowed to take an oral examination, he/she must make an appointment with the examiner.

14.3 Immediately after the oral examination, the examiner will issue a written notification of the result of the examination.

14.4 A students who cannot sit an examination due to illness or other pressing circumstances must inform the examiner of this immediately.

14.5 The foregoing paragraphs are also applicable to written exams which on the basis of a decision by the Board of Examiners are agreed to be conducted as an oral examination. The student is required to present a written confirmation of this decision by the Board of Examiners when he/she is scheduling the appointment for the oral examination.

14.6 If a course is being concluded by a paper, the lecturer will determine the date when the paper has to be handed in and the period during which the paper should be assessed by the lecturer. The assessment period will start at the first working day after the final hand in-date and will never be more than 20 working days.

Article 15 Fraud

15.1 By fraud is meant an act or omission by a student designed to partly or wholly render impossible the forming of a correct assessment of his or her or someone else's knowledge, insight and skills.

15.2 The following actions, among other things, are considered to be fraud:

- a. Having available during an examination – toilet visits included – at any other place than in a closed bag on the floor: texts, other data carriers or electronic devices; unless their use is explicitly allowed.
- b. Having available during an examination: added notes in legislation, including any codes that may be hidden in underlining or marking.
- c. Reusing texts in papers, theses included, without mentioning the source.
- d. Presenting ideas, which were developed by others, as your own work.
- e. In case of individual assignments: taking note of papers of other students that concerned the same assignment. In case of group assignments: taking note of papers of others students not part of the group.
- f. Making papers available to other students, including uploading papers to websites which are accessible to others, concerning an individual assignment for which the deadline has not yet passed. In case of group assignments: the same applies when papers are made available to students that are not part of the group for the assignment.



15.3 In case of fraud during an examination, the examiner can exclude the student from further participation in that examination.

15.4 The examiner must ensure that a report of the suspected fraud is sent to the Board of Examiners without delay, with a copy to the student, within a reasonable period of time after the suspicion of fraud has been established.

15.5 The student may object to the exclusion with the Board of Examiners.

15.6 If a student commits fraud, the Board of Examiners can declare the result obtained for the course in question to be invalid, deprive that student of the right to participate in one or more examinations, to be determined by the Board of Examiners, during a period, also to be determined by the Board of Examiners, of maximum one year. In cases of severe fraud, the Board of Examiners can propose to the Executive Board of the University to terminate the registration for the programme in question of said student indefinitely.

15.7 The Board of Examiners will not make its decision before the student and the examiner have been heard, or has at least given them the opportunity to be heard.

Article 15a Papers

If a paper produced for a certain course unit is handed in for a different course unit, the result of the last course unit of the student in question can be declared invalid by the Board of Examiners. All this in accordance with Article 15.4 and 15.7.

§ 4 Examinations/Graduation

Article 16 Determining the result of an examination

Once all the component parts of a programme examination have been taken, the result of the full programme will be determined by the Board of Examiners, subject to the provisions of Articles 12, 17 and 18.

Article 17 The propaedeutic phase

The propaedeutic phase of a bachelor programme mentioned in Article 1.2 of the Teaching and Examination Regulations is acquired when the student has passed all required courses of the propaedeutic phase of the relevant bachelor programme with a sufficient score.

Article 18 The final Bachelor's and Master's degree examinations

18.1 The final Bachelor's degree examination for the Bachelor's degree programmes listed in Article 1.3 of the Teaching and Examination Regulations will be considered to have been passed if the student has passed all the required elements of the Bachelor's degree examination in question.

18.2 The final Master's degree examination for the Master's degree programmes listed in Article 3.1 of the Teaching and Examination Regulations will be considered to have been passed if the student has passed all the required elements of the Master's degree examination in question.



Article 19 The certificate and the list of grades

19.1 Students will receive a certificate issued by the Board of Examiners as proof of having passed the final examination. The certificate will be signed by at least two examiners.

19.2 On the diploma supplement of the degree certificate of the programme the student will obtain the degree for, a list of the subjects examined will be recorded. Further, at the student's request there will also be a list of other subjects included in the final assessment, successfully passed by the student, which the Board of Examiners approved before the decision was made on the final assessment.

19.3 The results of the Honours programme will be recorded on the diploma supplement of the degree certificate of the programme the student obtains the degree for.

Article 19a Honours ('judicium')

19a.1 The Board of Examiners shall determine whether an honours distinction shall be awarded to a Bachelor's or Master's degree certificate.

19a.2 In this respect, the following conditions must be fulfilled:

- a) The mark for the Master's thesis or final Bachelor's component must satisfy the following minimum requirements:
 - Cum laude: at least 8.0
 - Summa cum laude: at least 9.0.
- b) The weighted average (not rounded off) for all course units of the curriculum, excluding the component listed under a), is
 - Cum laude: at least 8.0
 - Summa cum laude: at least 9.0.

19a.3 No honours are awarded if the study workload of the exemptions in ECTS credit points is more than half the total number of ECTS for the degree programme.

19a.4 Honours may only be awarded if the examination for a course unit was taken only once.

19a.5 Honours may only be awarded if no single course unit was awarded a grade less than 7.0.

19a.6 No honours distinction will be awarded to students who have committed fraud as regulated in Article 15 of this Examination Regulation.

19a.7 If an exemption was granted for a course unit or course units which is/are part of the Examination programme, all conditions as arranged for in Article 19a.2 up to and including 19a.6 apply for the results based on which the exemption was granted.

19a.8 The Board of Examiners may depart from the provisions set out in Articles 19a.2-19a.6 in special cases.

19a.9 The Honours programme is not part of the regular curriculum. The Honours programme results are therefore not taken into consideration when determining the distinction cum laude and summa cum laude.



§ 5 Exemptions

Article 20 Exemption from an examination or seminar

20.1 A request for exemption from an examination or seminar based on the provisions of or pursuant to the law must be submitted to the Board of Examiners.

20.2 The Board of Examiners will make its decision and state its reasons within six weeks of receipt of the request. The student will be informed of this decision without delay.

20.3 If the student is of the opinion that he is already exempted from one or more examinations based on or pursuant to the law, he must inform the Board of Examiners of this.

20.4 The Board of Examiners will not grant exemptions for courses that have been passed elsewhere during a period when the person in question was barred from examinations in this Faculty as a result of fraud.

§ 6 Storage period

Article 21 Examination storage period

21.1 The results of an examination will be stored by the Examination Administration for at least ten years.

21.2 Completed answer sheets will be stored for at least seven years.

§ 7 Derogation possibility

Article 22 Making use of a possibility to derogate

Before the Board of Examiners decides about one of the possibilities to derogate listed in either the Teaching and Examination Regulations or this regulation, the study advisor will be given the opportunity to provide extra advice and information.

§ 8 Other provisions

Article 23 Amendments to these regulations

No amendments shall be made that have an effect on the current academic year, unless the interests of students would not be harmed disproportionately.

Article 24 Date of Commencement

25.1 These Regulations will enter into force on 1 September 2019.

25.2 They may be cited as the Examination Regulation 2019-2020 of the Faculty of Law of the University of Groningen.

As decreed by the Board of Examiners of the Faculty of Law May 24th 2019.