



Theological University Kampen  
REFORMED CHURCHES

## **EDUCATION AND EXAMINATION REGULATION (OER) 2019-2020**

in accordance with Article 7.13 of the Higher Education and Research Act (WHW)

**Master of Theology General Programme**  
(CROHO number: 66117)

*Kampen, 11-06-2019*

*Determined by the Board of Directors, in accordance with Article 45 of this OER.*

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# CHAPTER 1: APPLICABILITY AND DEFINITION OF TERMS

## Article 1 *Applicability of the regulation*

This regulation applies to the educational programme and examinations of the Programme Master of Theology (General) of the Theological University of Kampen; hereafter to be referred to as: the programme.

## Article 2 *Definition of terms*

In this regulation the following terms are used:

- 1 *graduation specialization*: the programme variant, to which a study coordinator has been allocated, which is chosen by the student at registration;
- 2 *Student Administration Office*: the student administration office of aforementioned university;
- 3 *Examination Appeals Board*: the committee consisting of three members in accordance with Articles 7.60 to 7.63 of the WHW (Act on Higher Education and Academic Research);
- 4 *Pass mark regulation*: the rules used by the examiner stating under which conditions the student can conclude the examination of the module with a sufficient (pass) mark;
- 5 *academic year*: the period beginning on 1 September and ending on 31 August of the following calendar year;
- 6 *Board of Directors*: the Board of Directors which performs the daily administration of the university;
- 7 *interim exam*: component of an exam which tests a coherent part of an education module and which, together with one or more interim exams is considered to be the examination of the module;
- 8 *ECTS (ECTS credit)*: EC stands for *European Credit* and a certain number of credits coincides with a number of study points to be earned by the student. 1 EC (or ECTS credit) is equal to 28 hours of study load. ECTS stands for *European Credit Transfer system* and is the term for the whole system such as is valid in Europe;
- 9 *final examination*: the master's examination connected to the programme. The final examination comprises all common examinations and tests which the student are to have completed in order to successfully complete the programme and obtain the degree;
- 10 *Examination Review Committee*: committee which has been appointed for the organisation, coordination and quality of tests and examinations and for holding exams;
- 11 *examination components*: all education modules in the programme are considered to be an examination component;
- 12 *examiner*: the official who has, based on expertise, been appointed by the Examination Review Committee for the examination of certain education modules and is responsible for (quality of) the examinations and the determination of the results;
- 13 *fraud and plagiarism*: actions or neglect by a student through which a fair assessment of his knowledge, insight and skills becomes partly or completely impossible ;
- 14 *degree*: the degree which the graduate will receive, which is *Master of Arts (MA)*;
- 15 *major subject*: substantial subjects within the graduation specialization, to which a subsidiary subject has also been linked;
- 16 *educational module*: a part of the programme to which study points (ECTS credits) have been linked and of which the credits can be earned by means of taking an examination;
- 17 *education*: the programme Master of Theology (General Programme) (60 ECTS credits), which can be taken in a full-time (1 year) or a part-time (2 years) version;
- 18 *institution examination*: degree certificate (also called master's) conferred after successfully completing all educational modules belonging to the master's programme;
- 19 *period*: one of the four periods (A, B, C, D) comprising the study course of the programme;
- 20 *Supervisory Board*: the board of delegates appointed by the General Synod of the Reformed Churches in the Netherlands, which governs the university on behalf of the churches;
- 21 *compound exam*: an exam consisting of a number of interim exams which, in relationship with each other and using a certain pass mark regulation, are considered to be the examination of a module;
- 22 *student*: the person who has been registered at the university in order to follow the education connected with the programme and/or to take the examinations.
- 23 *Student Guide*: the guide which is digitally published annually for each programme, in which the contents, structure and assessment of the educational modules of that programme have been set down.
- 24 *study year*: the year curriculum of the programme which can be followed in one year (full-time) or spread out over two years (part-time);
- 25 *examination*: the (summative) assessment of a module with a (single or compound) examination. An examination has been linked to each education module. Forms of examinations are: written exam, oral exam, essay, paper, practical

- assignment, literature review, thesis, open book exam, testimonial (act of presence), etc.;
- 26 *Admission Committee*: the committee that has been appointed by the Board of Directors to assess whether a candidate meets the requirements for admission to the programme;
- 27 *Assessment*: the examination of an educational module;
- 28 *SIS*: the university's student information system, through which the student registers for examinations and is able to consult the achieved results;
- 29 *university*: the Theological University of the Reformed Churches of the Netherlands (Liberated), Broederweg 15 in Kampen;
- 30 *WHW*: The Higher Education and Academic Research Act

*Article 3 Reader's guide to the OER*

Wherever 'him' or 'he' is referred to in this regulation, one may read 'her' or 'she'.

Wherever a number of days or weeks are referred to in this regulation, the days or weeks in which the university is closed are not included.

## CHAPTER 2: NATURE AND OBJECTIVES OF THE PROGRAMME

*Article 4 Nature of the programme*

The programme is characterized by its slogan: 'Connecting Bible and life'. The Master of Theology (General Programme) directs itself towards a specialization study in one of the theological disciplines.

The student acquires such knowledge, insight, skills and attitudes that he/she is able to function autonomously in one of the fields of theology, is able to qualify for a follow-up study for theological researcher (a PhD programme in this case) and/or apply his theological expertise, from a reformed conviction, in ecclesiastical or social functions and discussions.

The master's program has often proved to be an 'enrichment master' for professionals who have been active in the theological (or adjacent) field for years and wish to apply the extra acquired expertise directly in that professional context. The Master of Theology (General Programme) has taken shape in harmonisation with both the Bachelor of Theology programme and the Master of Arts (Ministry Programme). After completing the programme, the student will receive the *Master of Arts* degree.

*Article 5 Objective, outcome qualifications and final attainment levels of the master's education programme*

The programme objective is that graduates are experts in practicing one of the theological disciplines, from the perspective of the Reformed faith.

The graduate possesses the following Learning Outcome qualifications, organized in the domains listed below:

*Theological knowledge:*

- 1 has advanced knowledge of and insight into terms, theories, methods and paradigms within one of theological disciplines;<sup>1</sup>

*Academic skills:*

- 2 can autonomously integrate knowledge and insights into the Reformed tradition and contribute, from his own position, to the evaluation and development of that tradition;
- 3 can autonomously conduct methodical research within one of the fields of Reformed Theology;
- 4 Is able to connect the research in the chosen sub-discipline to the whole of theological science;
- 5 can cooperate with other scholars, and integrate and apply relevant insights from non-theological academic disciplines to the field of theology;
- 6 can apply his or her theological knowledge and insights to contribute to the formation of academic judgments and problem solving, regarding complex ecclesiastical and social issues;

*Academic attitude, personal development:*

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<sup>1</sup> Outcome qualification 1 has been worked out specifically for each graduation specialization, to be found on the website

- 7 is capable of reporting the research effectively to his peers and to the broader public in a well-structured thesis;
- 8 possesses a self-critical, transparent and serving attitude when conducting research and in presenting the results to peers as well as to the broader public;

*Tuning to employment market; professional development:*

- 9 is capable of directing academic theological knowledge and skill towards taking up responsibilities and tasks within Christian, ecclesiastical and social communities.

To this purpose the student receives education.

## CHAPTER 3: ADMISSION TO THE PROGRAMME AND DEGREE CERTIFICATE

### *Article 6 Admission to programme*

The Admission Committee assesses the application of a candidate student for admission to the programme.

- 1 Those may be admitted to the programme to which the university has awarded the Bachelor of Theology degree.
- 2 Those may be admitted to the programme who have been awarded the certificate for the pre-master by the university, which grants admission to a specific graduation specialisation. The pre-master's certificate is valid for 2 years.
- 3 A student who has completed the Bachelor of Theology and/or Religion Sciences elsewhere may be admitted to the Master of Theology (General Programme).
- 4 In the case of candidate students with foreign bachelor programmes, above rules do not always apply. The admission Committee decides such cases individually.
- 5 For admission to the graduation specializations New Testament and Old Testament, additional language requirements apply. Only candidates who have previously acquired a minimum of 15 ECTS credits for New Testament Greek or 15 ECTS credits for Biblical Hebrew will be admitted to these specializations.

### *Article 7 Acquisition of the degree*

To obtain the *Master of Arts (MA)* degree, all modules of the programme must be completed with sufficient result. The programme certificate provides the right to use of the title *MA*.

### *Article 8 Degree certificate and possible degree classification*

- 1 On the occasion of the conferral of the degree, a certificate is awarded on which the (final) marks are recorded for the modules to which a code is linked in the Student Guide.  
At the conferral of the degree, the Examination Review Committee can award the classification 'cum laude'. Such a classification can be only granted, if the weighed average mark obtained in the examination components referred to in paragraph 1 is 8.0 or higher. Furthermore, the mark for the thesis (including the presentation) must amount to a minimum of 8.5.

## CHAPTER 4: THE EDUCATION PROGRAMME

### *Article 9 Duration of the programme*

- 1 The programme comprises 60 ECTS credits.
- 2 The programme has a full-time (one study year) and a part-time (two study years) version.

### *Article 10 Scheduling of the modules*

The education and the examinations in the programme have been scheduled in the following phases:

Master of Theology General 2019-2020						
Code	Module	Exams	ECTS	Mark/Evaluation	Subject bottom mark	Examiner
<b>Joint Subjects</b>						
MA001	Common Course	1	5.00	marks	5.5	J.M. Burger
MA010	Methodology	1	1.00	marks	5.5	H. Wijma
MASG	Studium Generale	1	0.50	evaluation	5.5	R.T. te Velde
<b>Master of Church and Mission in the West</b>						
MCMW1	Religion and Secularity in Western Societies	1	6.00	marks	5.5	S. Paas, J.H.F. Schaeffer
MCMW2	Pastoral and Missional Guidance	1	6.00	marks	5.5	S. Paas, J.H.F. Schaeffer, G. J. Roest
MCMW3	Practical and Missional Ecclesiology	1	6.00	marks	5.5	S. Paas, J.H.F. Schaeffer
MCMW4	Contextual Communication of the Gospel	1	6.00	marks	5.5	S. Paas, J.H.F. Schaeffer, G. J. Roest
MCMW5	Leadership and Ministry for Church and Mission	1	6.00	marks	5.5	S. Paas, J.H.F. Schaeffer, G. J. Roest
MCMW6	Elective	1	6.00	marks	5.5	S. Paas, J.H.F. Schaeffer
MCMW7	Thesis	1	17.50	marks	5.5	S. Paas, J.H.F. Schaeffer
<b>Master of Theology General – Church History</b>						
MAKG31	The Lutherans in the Netherlands in de 16th and 17th century	1	6.00	marks	5.5	E.A. de Boer, S. Hiebsch
MAKG22	Calvinism and the confessionalization of Europe	1	6.00	marks	5.5	E.A. de Boer
MAKG13	The stature of the Church in the public dominion	1	6.00	marks	5.5	E.A. de Boer
MAKG25	Synod of Dort and the origin of the Canons	1	6.00	marks	5.5	E.A. de Boer
MAKG26	Neo-Calvinism of the late 19th and early 20th century	1	6.00	marks	5.5	E.A. de Boer, G. Harinck
MAKG14	KG Subsidiary subject	1	6.00	marks	5.5	E.A. de Boer
MAKG17	KG Thesis and Graduation Presentation	1	17.50	marks	5.5	E.A. de Boer
<b>Master of Theology General - Old Testament</b>						
MAOT1	Orientation in the field of Old Testament studies	1	6.00	marks	5.5	G. Kwakkel, K. van Bekkum, J. Dekker
MAOT2	The Study of the OT in the Reformed or Evangelical Tradition	1	6.00	marks	5.5	G. Kwakkel, K. van Bekkum, J. Dekker
MAOT3	Hermeneutics and Exegesis	1	6.00	marks	5.5	G. Kwakkel, K. van Bekkum, J. Dekker
MAOT4	Subsidiary: Biblical Aramaic or Biblical Hebrew	1	6.00	marks	5.5	W.H. Rose
MAOT5	Historia Relevance c.q. Theology of the Old Testament	1	6.00	marks	5.5	G. Kwakkel, K. van Bekkum, J. Dekker
MAOT6	The debate on the image of God in the Old Testament	1	6.00	marks	5.5	G. Kwakkel, K. van Bekkum, J. Dekker
MAOT7	OT Thesis and Graduation Presentation	1	17.50	marks	5.5	G. Kwakkel, K. van Bekkum, J. Dekker
<b>Master of Theology General - Systematic Theology</b>						
MAST1	Deepening of knowledge of Doctrinal history and Dogmatics	1	6.00	marks	5.5	R.T. te Velde
MAST2	Newer Theology	1	6.00	marks	5.5	R.T. te Velde
MAST13	Canons of Dort in a historical and theological context	1	6.00	marks	5.5	R.T. te Velde
MAST14	New Testament theology concerning the Election	1	6.00	marks	5.5	R.T. te Velde
MAST15	Topical debates on Election and Reprobation	1	6.00	marks	5.5	R.T. te Velde
MAST16	Subsidiary qualitative empirical research	1	6.00	marks	5.5	H. Geertsema, R.T. te Velde
MAST8	ST Thesis and Graduation Presentation	1	17.50	marks	5.5	R.T. te Velde

Master of Intercultural Reformed Theology						
MIRT1	Introduction intercultural learning and studying	1	1.00	evaluation	5.5	J.J.A. Colijn
MIRT3	Reading the Scriptures Inter-Culturally - a Reformed Approach	1	6.00	marks	5.5	J.J.A. Colijn
MIRT4	The Core and Fabric of Reformed Theology	1	6.00	marks	5.5	J.J.A. Colijn
MIRT5	What's at Stake? Topical Themes and Discussions in the Field of Reformed Theology	1	6.00	marks	5.5	J.J.A. Colijn
MIRT6	Reformed Worldview in a Global Perspective	1	6.00	marks	5.5	J.J.A. Colijn
MIRT8	Doing Intercultural Reformed Theology	1	6.00	marks	5.5	J.J.A. Colijn
MIRT9	Free Minor / Elective Subject	1	5.00	marks	5.5	J.J.A. Colijn
MIRT10	Master's thesis	1	17.50	marks	5.5	J.J.A. Colijn
Master of Theology General – Identity, ethics and society *						
MAIES2	Social and professional acting	1	6.00	marks	5.5	A.L.Th. De Bruijne, R. Kuiper
MAIES3	Christian identity and social ethics	1	6.00	marks	5.5	A.L.Th. De Bruijne, T.A. Boer, R. Kuiper
MAIES4a	Identity in the practise of Christian Education	1	6.00	marks	5.5	R. Kuiper
MAIES4b	Social ethics	1	6.00	marks	5.5	A.L.Th. De Bruijne
MAIES5a	Medical ethics	1	6.00	marks	5.5	T.A. Boer
MAIES5b	Economic ethics and leadership	1	6.00	marks	5.5	A.L.Th. De Bruijne
MAIES6	Responsible society	1	6.00	marks	5.5	A.L.Th. De Bruijne, R. Kuiper
MAIES7	IES Subsidiary subject	1	6.00	marks	5.5	A.L.Th. De Bruijne
MAIES8	IES Thesis and Graduation Presentation	1	17.50	marks	5.5	A.L.Th. De Bruijne
Master of Theology General - New Testament						
MANT1	Introduction	1	6.00	marks	5.5	P.H.R. van Houwelingen
	<i>MANT1a Written exam</i>	<i>weighing 3</i>	3.00	marks	5.5	P.H.R. van Houwelingen
	<i>MANT1b Thesis</i>	<i>weighing 2</i>	2.00	marks	5.5	P.H.R. van Houwelingen
	<i>MANT1c Portfolio Interpreting from the Source</i>	<i>weighing 1</i>	1.00	evaluation	5.5	P.H.R. van Houwelingen
MANT2	Broadening	1	6.00	marks	5.5	P.H.R. van Houwelingen
MANT3	Deepening	1	6.00	marks	5.5	P.H.R. van Houwelingen
	<i>MANT3a Essay</i>	<i>weighing 1</i>	3.00	marks	5.5	P.H.R. van Houwelingen
	<i>MANT3b Oral Exam</i>	<i>weighing 1</i>	3.00	marks	5.5	P.H.R. van Houwelingen
MANT5	Explorations	2	12.00	evaluation	5.5	P.H.R. van Houwelingen
	<i>MANT5a NT Thesis</i>	<i>weighing 1</i>	6.00	evaluation	5.5	P.H.R. van Houwelingen
	<i>MANT5b memorandum</i>	<i>weighing1</i>	6.00	evaluation	5.5	P.H.R. van Houwelingen
MANT4	NT Subsidiary subject	1	6.00	marks	5.5	P.H.R. van Houwelingen
MANT6	NT Graduation route	1	17.50	marks	5.5	P.H.R. van Houwelingen

\* *The Master of Theology General - Identity, ethics and society is in Dutch only*

In the Study Guide you can find the educational modules worked out per graduation specialization.

## CHAPTER 5: PROVISIONS ON STUDY PROGRESS

### *Article 11 Admission requirements for modules in the programme*

The Student Guide has set out to which modules admission requirements apply, consisting of successfully taking certain examination components. The Board of Directors may temporarily deny access to the module concerned to students who have not met these admission requirements on time, if so requested by the teacher.

### *Article 12 Requirements for moving on in the programme*

It is obligatory to begin the first year of the programme with the *Common Course*. Simultaneously, and successively, the other modules can be taken.

### *Article 13 Electives for the graduation specialization*

Directly at application to the programme the student chooses one of the following graduation specializations:

- 1 Identity, Ethics, and Society
- 2 Church History
- 3 Church and Mission in the West
- 4 New Testament
- 5 Old Testament
- 6 Systematic theology
- 7 MIRT – Master of Intercultural Reformed Theology

*Article 14 Choosing a subsidiary subject (minor)*

The curriculum of each graduation specialization has a subsidiary subject linked to the major subjects. This subsidiary is to support the main subjects and/or the specific graduation thesis. In the Student Guide the regulations for applying for the subsidiary subject that is to be taken, are further explicated per graduation specialization. Should the student wish to apply for a subsidiary subject which deviates from the options named in the Student Guide, then the student can submit a request to the Examination Review Committee.

## CHAPTER 6: ASSESSMENT AND EXAMINATION

*Article 15 Assessment components*

- 1 All assessment components are concluded with an examination.
- 2 For which study activities presence is obligatory, and a testimonial is supplied, is set out annually in the programme's Student Guide (hereafter to be called 'Student Guide').

*Article 16 Forms of Assessment*

Forms of assessment at the university are: written exam, oral exam, paper, essay, practical assignment, literature review, thesis, open book exam, testimonial (of presence), and possibly other forms of assessment mentioned in the Examination Policy.

*Article 17 Dates of examination components*

The dates for the examination components are published annually on the Electronic Learning Environment Sakai. The Board of Directors ensures that examinations can proceed as planned at the times mentioned in the exam schedules.

*Article 18 Participation in examinations*

- 1 Students wishing to take an exam should register before the given deadline on the Student Information System (henceforth to be referred to as 'SIS'). Only students who have registered for an exam through the SIS are eligible to take the examination and have it assessed.
- 2 Students who, after having received a sufficient mark for the exam, desire to take a resit exam in order to gain a higher mark, are obliged to submit a well-motivated application to the Examination Review Committee in a timely manner. An application to that purpose can be done only once per study/academic year. Should the student receive permission for this, then the most recent marks will count.
- 3 For the duration of one study year, the student is still given the opportunity to take the exam according to the examination requirements which applied in the year of the cohort to which the student belongs. In the following years the student must, in the case of a resit, take the exam according to the examination requirements of the study schedule which is then valid.
- 4 Examinations and resits are to be taken at the moment as determined (published on the examination schedule). Only in exceptional cases may a written request for rescheduling be submitted to the programme coordinator. This request must be submitted at the latest 5 working days before commencement of the scheduled examination.
- 5 For oral exams the teachers will publish a schedule at least 5 working days in advance. In all remaining cases, students who wish to take an oral exam must report to the lecturer concerned, at the latest five working days in advance.
- 6 Students with a physical or sensory handicap are given the opportunity to take the exam in a manner as much as possible adapted to their individual disability. The Examination Review Committee may, if necessary, obtain expert advice before making a decision.
- 7 At a written exam, the student is obliged to be able to identify himself with his Student card or legal proof of identity.

*Article 19 Presentation of questions and manner of assessment of components*



The objectives and the contents of the modules have been defined per module in the Student Guide. Teachers provide insight into the manner of assessment applied at exams in the period book.

*Article 20 Examiner*

An examiner (the teacher, in this case) whose name is mentioned at the component concerned in the Student Guide, has been designated by the Examination Review Committee for the assessment of an examination component. The assessment takes place for each student separately.

*Article 21 Deviating manner of examination*

- 1 At a resit exam, a teacher is authorized to deviate from the manner of examination mentioned in the Student Guide for an individual student, following permission from the Examination Review Committee and notification to the student.
- 2 For a resit, a student can submit a motivated request to the Examination Review Committee to be examined in a different manner. The Examination Review Committee decides after recommendation by the teacher.

*Article 22 Oral exams*

- 1 No more than one student will be examined orally at the same time, unless the Examination Review Committee has decided otherwise.
- 2 An oral examination is public, unless the Examination Review Committee or the examiner concerned determines otherwise in a motivated manner, or the student has submitted an objection.
- 3 At all times a (digital) recording is made of the oral examination.

*Article 23 Assessment of an examination component in marks*

The assessment of exams is expressed in marks (figures), with a maximum of one decimal place behind the comma. A mark of 5.5 or higher is considered to be a pass.

*Article 24 Weighing interim examinations*

If an exam consists of two or more interim exams and the teacher wishes to apply a minimum pass mark, then the lecturer must mention this cut-off point (including the corresponding minimum pass mark) in the Study Guide. This also applies if the teacher wishes to give one interim exam more weight than the other. If this publication is lacking, the rule is that the result of the exam is considered sufficient if the weighted average of the marks obtained for the interim exams is a 5.5 or higher.

*Article 25 Examination opportunities*

- 1 The student is given two resit opportunities in the study year following the regular examinations and resits. He can submit an application for the regular examination and/or the resit opportunity. The dates are fixed annually on the examination schedule. Outside these dates, no resits are possible. In the case of a thesis, essay or other assessment form, the student must choose a new subject in the study year(s) following the regular deadlines.
- 2 If no education has been offered for a module in a certain year, an individual opportunity for taking the exam will be offered, if necessary. Examination dates must be made known and/or requested a minimum of 20 working days in advance.
- 3 In exceptional cases it is possible to reschedule an examination date. The student must then submit an application to the programme coordinator. This has been further worked out in the 'Regulation for rescheduling examination dates', which can be found on the website.
- 4 The Examination Review Committee may, with statement of reason, offer a student an extra chance for an examination.

*Article 26 Result of examinations and interim exams*

- 1 The result of a written examination is made known to the student within 10 working days of the examination by means of the SIS.
- 2 The result of an oral exam is determined and made known to the student immediately after the conclusion of the exam.
- 3 The result of an essay, practical assignment, literature review, thesis, open book exam, testimonial (of presence) is made known within 15 working days after the ultimate date of submission, unless otherwise indicated by the programme coordinator.
- 4 The result of an assessment as mentioned in *Article 16*, with exception of the oral exam, is communicated to the student within 15 working days of the taken test or examination, in the case that it has to be assessed by more than

one teacher.

- 5 Regarding to the notification of results, the same rules apply to interim exams as to exams.

*Article 27 Validity period for examinations*

- 1 The results achieved in the bachelor's programme are fixed after taking the Bachelor Graduation Examination.
- 2 The validity period of successfully completed examinations and examination components is six years, counted from the moment that the result is visible in the SIS.
- 3 When the validity period of the exams referred to in paragraph 2, has expired, or threatens to expire, the student can submit a request for extension to the Examination Review Committee.
  - a. The Examination Review Committee (ERC) may extend the validity period if the ERC determines that the knowledge, insight and skills obtained by the student during the course are not outdated, and that the student, as far as this course is concerned, meets the conditions set by the Education and Examination Regulation (OER) with respect to knowledge, insight and skills necessary to obtain a degree.

If one of the special circumstances below applies, the validity period of a successfully completed test or exam is extended by a period of time to be more closely stipulated, and, for students who are making use of the Exceptional Circumstances Fund, for at least the duration of the financial support which has been granted on the basis of the Exceptional Circumstances Fund.

The Examination Review Committee will, after seeking advice from the programme coordinator, take into consideration exclusively the following personal circumstances of the student concerned:

- a Long-term illness;
  - b Physical, sensory or other functional disorders;
  - c Pregnancy;
  - d Special family circumstances, among which is to be understood the special circumstances of the spouse of the applicant;
  - e Activities within the framework of the administration of the institution, such as membership of the University Representative Council or Programme Committee, unless study credits and/or other emoluments are granted for the activities;
  - f A construction of the programme such that the student has not, within reason, been able to meet the study progress standard;
  - g Other situations in which the student, through circumstances beyond the student's control, has not been able to take part in exams, or the education needed for the exam, to be appraised by the Examination Review Committee.
  - h the student may make reference to a conversation with the internal confidential adviser.
- b. The Examination Review Committee only decides on the request if the student submits, together with the request, a study plan for rounding off the education within a reasonable period of time, accompanied by the recommendation of the student's mentor or study supervisor.

*Article 28 Right of inspection of thesis and written exams*

- 1 After a thesis has been assessed, the student receives a written appraisal, accompanied by an oral explanation.
- 2 Within 10 working days after the announcement of the results of a written examination or interim examination, the student has the right to inspect his or her written work (including the assignments), as well as the teacher's appraisal, in order to be able to react to the appraisal.
- 3 Completed examinations are kept by the student administration for a period of two years.
- 4 Theses and written exams can, following assessment by the teacher, be subject of discussion between the teacher and the student(s).

*Article 29 Retention periods*

- 1 The examination assignments (including the examination matrix) are kept for a period of seven years.
- 2 Examination papers, among which is to be understood work assignments and other written materials for which a mark or mark component has been granted, are kept two years after the examination result has been determined.

- 3 Bachelor's Theses, master's Theses, Internship reports of the final internship and the report of the graduation project, including the assessment form, are kept for at least seven years.
- 4 Reports (lists of marks) and certificate supplements, containing the signature of the Chair of the Examination Review Committee, are kept permanently.

## CHAPTER 7: FINAL EXAMINATION

### *Article 30 Determining the examination components*

The final examination consists of the modules which are to be examined. Which components belong to the graduation examination is determined through the definition of the modules in the education programme concerned.

### *Article 31 Examination requirements*

The requirements for the examinations are determined by the Examination Review Committee.

### *Article 32 The Examination Review Committee*

The Examination Review Committee is the body that, in an objective and expert manner, determines whether a student satisfies the programme's defined outcome qualifications and the modules and examinations derived from this that are necessary to obtain the degree. The Examination Review Committee has been established by the Board of Directors. The members are appointed by the Board of Directors on the grounds of their expertise in the field of education. The Examination Review Committee follows the university Examination Review Committee Regulations.

### *Article 33 Duties of Examination Review Committee*

The Examination Review Committee functions according to the requirements mentioned in Article 7.12 up until 7.12c of the WHW. Duties and powers of the Examination Review Committee (ERC) in this respect are:

- 1 The ERC determines whether a student meets the conditions set by the Education and Examination Regulation (OER) with respect to knowledge, insight and skills necessary to obtain a degree.
- 2 The ERC will award a graduation certificate, as proof that an examination has been successfully taken, after the Board of Directors has declared that the procedural requirements for awarding the certificate have been met.
- 3 Should a graduate, who is eligible for the award of a graduation certificate, requests that this award be delayed, the ERC shall decide on this, in accordance with the rules adopted by the Board of Directors.
- 4 The ERC guarantees the quality of the examinations.
- 5 The ERC determines directives and guidelines within the framework of the Education and Examination Regulation to assess and determine the results of examinations.
- 6 The ERC is responsible for granting exemption for sitting for one or more examinations.
- 7 The ERC decides on the granting of permission for a student to define their own programme by following selected modules offered by the TUK, involving an examination resulting in the obtaining of a degree.
- 8 The ERC can, in the case of fraud on the part of a student or external student, take the measure of revocation of the student's right to take one or more examinations, specified by the ERC, during a period determined by the ERC with a maximum of one year. The ERC may propose to the Board of Directors the termination of the enrolment for the programme of any student committing serious fraud.
- 9 The ERC establishes rules concerning the implementation of the tasks and authorities mentioned in Articles 4, 5, 7 and 8, and concerning the measures to be taken in this regard.
- 10 If a student lodges a request or complaint with the ERC involving an examiner who is a member of the ERC, the examiner concerned will not take part in the treatment of the request or the complaint.
- 11 The ERC can make recommendations, upon request or by own initiative, to the Board of Directors concerning matters related to the Examination Review Committee.
- 12 The ERC will establish an annual report of its activities. The ERC shall submit this report to the Board of Directors.

### *Article 34 Fraud and withdrawal*

- 1 In a case of fraud, the examination component concerned will be marked with an X in the SIS.
- 2 The provisions of the regulation *Fraud and Plagiarism Policy*, to be found on Sakai, are fully applicable.
- 3 If a student withdraws himself from a written examination after being acquainted with the presentation of questions, the examination component concerned will be marked with ND (Not Attended). Also when the student does not

appear at an examination for which the student has registered, a ND is granted. Failing to meet a regular given deadline for other assessment forms results, likewise, in an ND.

- 4 The Examination Review Committee has the right to declare an examination invalid.

*Article 35 Registration of examination components and examinations*

The registration of the achieved study results concerning examinations and examination components occurs by the inspector with aid of the Student Administration office. After registration, the student can view his own results in the SIS.

*Article 36 Awarding of degree certificate*

The degree certificate at the conferral of the degree can be awarded if all examination components belonging to the examination have been completed with sufficient result.

Should it not be possible to award the master's degree certificate on time to a student who has successfully completed all the examination components, then the Examination Review Committee can issue a declaration of graduation.

*Article 37 Data conferral of degrees*

For the conferral of the degree, at least two dates are fixed between 1 September and 1 July. The dates will be fixed before the start of each academic year. At the beginning of each academic year the dates on which degree certificates can be received are communicated to the students.

*Article 38 Possibilities for appeal*

A written appeal can be made to the Examination Review Committee against the assessment of an examination or examination component. Against a decision of these Board of Directors an appeal can be made to the Examination Appeals Board.

*Article 39 Composition of the Examination Appeals Board*

The Examination Appeals Board consists of three members: a chair who must satisfy the requirements for appointment as judicial official as intended in Article 5 of the *Wet rechtspositie rechterlijke ambtenaren* (Act on legal position of judicial officials); a member representing the teaching staff and a member representing the students. The members of the Examination Appeals Board are appointed by the Supervisory Board, the member representing the teaching staff is nominated by the Examination Review Committee and the member representing the students is nominated by the student section of the University Representative Council. A substitute member is also appointed for each member.

*Article 40 Powers of the Examination Appeals Board.*

The Examination Appeals Board rules on appeals against decisions with respect to admission to education, decisions concerning the determination of the number of ECTS credits awarded, decisions with a view to admission to examinations, decisions regarding exemptions, decisions taken by the Examination Review Committee and by examiners. Decisions of the Examination Appeals Board are binding and have - if applicable - retrospective force.

*Article 41 Exemption of examination components*

At the student's request, the Examination Review Committee can grant a full or partial exemption for one or more examination components of the study program taken by the student, based on former academic or higher education, if, the Examination Review Committee judges the submitted proof of competence to indicate that the content of the component has been met at a similar or higher level than required. The Examination Review Committee can, if so wished, ask for advice from the examiner concerned. Exemptions can be requested by means of the Exemption Application Form, which can be found on the website.

*Article 42 Master's thesis*

- 1 The Master of Theology (General Programme) is concluded with a graduation thesis within the framework of the chosen graduation specialization.
- 2 For the thesis, the provisions apply which have been set out in the separate 'Thesis Regulation Master of Theology (General / Ministry Programme).

The relation between the assessment categories in the Thesis Regulation and the outcome qualifications of the programme is as follows:

Outcome qualifications (domains)	Assessment categories of the Thesis Regulation
<i>Theological knowledge</i>	2. Academic process and product 3. Application of literature 4. Employment of theological terms
<i>Academic skills</i>	2. Academic process and product 3. Application of literature 5. Input from other academic disciplines 6. Integration of knowledge of, and insight into, the
<i>Academic attitude, personal development</i>	1. Academic attitude 2. Academic process and product
<i>Tuning to employment market, professional formation:</i>	2. Academic process and product 7. Practical relevance

## CHAPTER 8: EVALUATION STRUCTURE

### *Article 43 Manner of evaluation*

All modules are evaluated annually by means of a module evaluation form. At written exams the student fills in a papers form after the exam. At other forms of assessment, there is a digital form available on Sakai. The programme coordinator has a discussion with the year group at least once a year to evaluate the education and the programme. At least once every six years, an education programme is evaluated thoroughly by a special evaluation committee. All evaluations are discussed in the Programme Committee.

## CHAPTER 9: EMPLOYMENT OF THIS REGULATION

### *Article 44 Special circumstances and the unforeseen*

*The Examination Review Committee decides in all cases not covered by this OER and in special circumstances.*

### *Article 45 Determination and modification of the Education and Examination Regulation.*

The Education and Examination Regulation (OER) will be determined annually by the Board of Directors, after approval by the University Representative Council and the Programme Committee, and after hearing the Examination Review Committee. The implementation provisions are determined annually by the Board of Directors.

### *Article 46 Publication regulation*

This regulation is published, together with the implementation provisions, on the university website.

### *Article 47 Coming into effect*

This regulation comes into effect on 1 September 2019 for the academic year 2019-2020.