

EDUCATION REGULATIONS HONOURS PROGRAMME

Chapter 1 General provisions

Article 1.1 Applicability of the regulation

- 1) These education regulations apply to the Honours Programme of the University of Twente offered to bachelor students.
The Honours programme is extra-curricular and does not constitute a degree programme as described in section 7.3a of the Dutch Higher Education and Research Act.
- 2) Students who participate in the excellence tracks can derive rights from the regulations as stipulated below.
- 3) References in these regulations to 'the student', 'the teacher', 'he', 'him' or 'his' should also be read as 'the female student', 'the female teacher', 'she', or 'her'.

Article 1.2 Definitions

For the purposes of these regulations, the following definitions shall apply:

Certificate:	The certificate that is awarded after the requirements of the Honours Programme are met.
Executive Board:	Executive Board of the University of Twente.
ECTS / EC:	European Credit Transfer System.
Examination Board:	The Examination Board of the Honours Programme. The Examination Board is the agency that objectively and expertly determines whether a student meets the requirements set by these regulations with regard to the knowledge, insight and skills necessary to obtain a certificate.
Examiner:	The person who has been appointed by the authorized Examination Board for the purpose of conducting examinations in accordance with section 7.12c of the Dutch Higher Education and Research Act (WHW).
Honours Council:	Supervisory Council of the UT excellence programmes, including the Honours Programme.
Honours Dean:	The Dean of the Honours Programme, appointed by the Executive Board and responsible for the Honours Programme.
Honours Programme:	An extra-curricular education programme, consisting of both mandatory and elective modules, for selected Bachelor students. The programme will result in a certificate when determined by the Examination Board.
Track	A completed set of corresponding modules with their own attainment targets
Institute:	University of Twente (UT).
Institutional administration:	The Executive Board, unless otherwise provided for.

Module:	A study unit of 5,10 or 15 EC of the Honours Programme focused on the realization of well-defined objectives in the field of knowledge, insight and skills the person following the module has to have. (not to be confused with a TEM module). Each module will be concluded with either a 'pass' or a 'fail'.
Module assessment:	An exploration of the knowledge, the insight and the skills of the student, as well as the assessment of the results of that exploration (section 7.10 WHW) by at least one examiner appointed by the Examination Board for that purpose.
Degree programme:	The bachelor's programme as described in section 7.3a of the WHW.
Education committee:	Advisory agency of the Honours Programme.
Student:	The person who has as such been enrolled in a degree programme of the University of Twente in accordance with article 7.34 and 7.37 of the WHW and has been admitted to the Honours Programme.
Working day:	One of the days from Monday through Friday with the exception of the recognized public holidays and the arranged bridging days that the staff has off.
WHW/Act:	The Dutch Higher Education and Scientific Research Act, shortened to WHW in Dutch, Bulletin of Acts and Decrees 1992, 593 and as amended since.

Any terms not defined here have the meaning assigned to them by the Act.

Article 1.3 Codes of Conduct

In order to guarantee proper use of the facilities and a proper, safe and encouraging work and study environment, various documents that provide these guarantees are in effect.

- a) The *Code of Conduct ICT and Use of the Internet Students of the University of Twente* applies to every student of the University of Twente who uses the ICT facilities offered by the University, including email services.
- b) The code of conduct for students, as described in the *Student's charter*, and the code of conduct for staff members of the UT, as described in the *Code of Conduct Sexual Harassment, Intimidation, Aggression, Violence and Discrimination*, provide a framework for a proper, safe, healthy and encouraging work and study climate at the UT.

Chapter 2 Admission to the Honours Programme

Article 2.1 Admission criteria

- 1) Admission to the Honours Programme is obtained if the student meets the following requirements:
 - a) is in possession of a valid enrolment at the UT,
 - b) is in his first or second year of a bachelor's programme at the UT,
 - c) is talented, motivated and enterprising;
 - d) has great course results and a nominal study progress;

- e) likes to go off the beaten track, looks beyond the borders of disciplines and looks for ways to ensure that his ideas have an impact on society;
 - f) has the potential to complete the Honours Programme within the set period.
- 2) The Honours programme can be continued in the bachelor's programme after the first two modules under the following conditions:
 - a. The student is studying within the official time period without any delays;
 - b. The student successfully completed the first two modules of the Honours programme.
 - 3) Admission to the Honours programme in the master's programme can be obtained if the student meets the following criteria:
 - a. is legitimately registered at the UT;
 - b. is in the first or second year of his/her registration for a master's programme at the UT;
 - c. is talented, motivated and enterprising;
 - d. has good course results and is studying within the official time period without any delays;
 - e. likes to think outside the box, looks beyond disciplines and searches for ways to enable his/her ideas to have an impact on society;
 - f. has the potential to complete the Honours programme within the specified period.

Article 2.2. Admission procedure

- 1) The best 5-10% of the student body per degree programme is actively approached about participating in the Honours Programme.
- 2) Students can apply on their own initiative.
- 3) The following applies for the Honours programme in the bachelor's programme:
 - a. The student has applied for participation in the Honours programme by means of a letter of motivation received by the Honours Dean prior to the deadline specified on the website and in the letter.
 - b. The Honours Dean can issue invitations for an interview.
 - c. The Honours Dean has consented to the student's admission request.
 - d. The admission applies for the first 10 ECTS; continuation is regulated in article 2.1, paragraph 2.
- 4) Admission to the Honours programme in the master's programme is handled by the track coordinators. The regulations are listed on the website of the tracks (<https://www.utwente.nl/excellentie/en/honours%20MSC/>)

Article 2.3 Participation in the Honours Programme

- 1) The only students who are allowed to participate in the Honours Programme are those have been admitted to the programme.
- 2) Admission to the Honours programme in the master's programme applies for the entire programme.

Chapter 3 Description of the Honours Programme Article

Article 3.1 Honours Programme Objective

The Honours programme offers outstanding students an additional opportunity to reflect on their study, to expand and immerse themselves substantively, to expand the framework within which they see their study and to further increase their level of academic and professional skills. The Honours programme offers the students a great deal of freedom to do all of that, which applies both for the choice of the tracks, but also for choices within modules.

The goal of the Honours programme is to expand the academic level of the honours student to become a 'T-shaped academic' that rises above the standard bachelor and master level in terms of the interdisciplinary skills: being able to operationalize and translate conceptual and practical terms, questions and/or insights into disciplines or domains into other domains.

Article 3.2 The educational programme

- 1) The Honours Programme consists of an extra-curricular academic educational programme. Participants in the programme are students who have been admitted in accordance with the regulations as described in chapter 2.
- 2) In the Honours programme in the bachelor's programme, students have the opportunity to switch tracks after the first 10 ECTS.
- 3) The Honours programme in the bachelor's programme has a total study workload of 30 ECTS and consists of five tracks: Science, Design, Processes of Change, Mathematics and Philosophy. Students follow one module per quarter.
- 4) The content of the tracks is as follows:
 - a) Modules van de Science track:
 - I. How Science is made (5 EC);
 - II. Origins (10 EC);
 - III. Individual Project (10 EC);
 - IV. Futures (5 EC).
 - b) Modules van de Design track:
 - I. Great Designs: Manhattan Project (5 EC)
 - II. Great Designs: Flood Safety Netherlands (5 EC);
 - III. Instructional Design Project (5 EC);
 - IV. Design Project (10 EC)
 - V. Design Synthesis (5 EC).
 - c) Modules van Processes of Change
 - I. Major Changes in Society (5EC)
 - II. Institutions and Decisions or Change Making Processes (5EC)
 - III. Change at the Individual Level (5EC)
 - IV. Effective Leadership in Organizations (5EC)
 - V. Consulting and Coaching (5EC)
 - VI. Learning-by-Doing for Results (5EC)
 - d) Modules van de Mathematics track:
 - I. Linear Algebra And Coding Theory (5 EC);
 - II. Finding vs. Verifying (5 EC);
 - III. Geometry (5 EC);
 - IV. Signals with Information (5 EC);
 - V. Complex Networks (5 EC);
 - VI. Dynamic Systems (5 EC).
 - e) Philosophy
 - I. What is Philosophy? Great Philosophers (5EC)
 - II. What is Philosophy? Perennial Questions (5EC)
 - III. What Makes Us Human? What Can We Know? (5EC)
 - IV. Being Human: What Should We Do? (5EC)
 - V. Being Human: What May We Hope? (5EC)
 - VI. Individual Project (5EC)
 - VII. Individual Project (5EC)

- 4) The Honours programme in the master's programme has a total study workload of 15 ECTS and consists of four tracks: MSc Design Honours, MSc Research Honours, MSc Change Leaders and High Tech Systems and Materials Honours Master (in cooperation with University of Groningen). The tracks are as follows:
 - a) MSc Design Honours
 - I. Assignment (15 EC)
 - b) MSc Research Honours
 - I. Cognitive Part – Advanced Science Communication (5 EC)*
 - II. Training – Research Management & Academic Skills (5 EC)
 - III. Project – Research Honours Training & Project (5 EC)

* in some cases this module can be replaced by another cognitive module
 - c) MSc Change leaders
 - I. Change Leaders and Management
 - II. Experiential Skills Training
 - III. Project Execution and Coaching
 - d) High Tech Systems and Materials Honours Master
 - I. See <http://www.rug.nl/education/honours-college/htsm-masterprogramme/>
- 5) Changes to the Honours Programme
 - a) The Honours Programme can change, for example as a consequence of changes in the teaching staff, as well as the addition of new tracks.
 - b) Changes in these Educational regulations are executed in accordance with article 9.1.

Article 3.3 Modules

- 1) Each module has a module coordinator and a module examiner. This is preferably the same person.
- 2) The Examination Board generically appoints examiners and designates a module examiner per module.

Article 3.4 Language in which the Honours Programme will be given

In principle, the official language of the Honours Programme is English, which means that the classes will be taught in English and students will use the English language during their assignments. Dutch can be used as the language of communication during a module if:

- a) a teacher or tutor of the module has command of the Dutch language, and
- b) students participating in the module have command of the Dutch language.

Article 3.5 Attainment targets of the programme

The attainment targets formulated below do not differ substantially from attainment targets of standard bachelor and master's programmes. The Honours programme helps to achieve these attainment targets and increase the level at which the attainment targets are reached.

3.5.1. Attainment targets at programme level

A student who has successfully completed the Honours programme:

- a) has the skills to combine technical and social sciences (High Tech – Human Touch);
- b) is educated in the skills of an academic engineer: research, design and organization;
- c) has an entrepreneurial attitude, with respect for man and planet;
- d) can apply knowledge in a multidisciplinary context;
- e) can analyse complex technological, scientific and/or social situations and use this to identify the main causes of the problem, gather the required information, draw up an action plan and schedule the implementation of the action plan;

- f) is able to define the boundaries of technological and scientific knowledge of a specific field and to determine the next steps of the research and/or the development;
- g) has a strong and broad foundation to work in a multidisciplinary team;
- h) can work independently on a scientific or technological problem;
- i) can gather information from academic literature, with or without the help of automatic search methods;
- j) has command of analytical skills to describe the technological and social consequences of recent developments in their own field of study;
- k) is able to draw conclusions about their own field of study from the point of view of a different academic discipline with a broad perspective;
- l) has command of communication skills in order to be able to share scientific, technological and/or social work with colleagues and non-specialists in the field, both in speaking and in writing.

3.5.2. Attainment targets at track level

- 1) Science track: The student has obtained insight into how scientific knowledge is developed and can apply both subject and cross-curricular knowledge and skills for setting up and contributing to scientific research and knowledge development.
- 2) Design track: The student is familiar with the complexity of engineering in an interdisciplinary environment.
- 3) Mathematics track: The student can utilise knowledge and methods from subfields of mathematics in a modelling process that offers a solution for a technical or social problem.
- 4) Processes of Change: the student can analyse change processes from an interdisciplinary viewpoint of multiple disciplines, drawing on relevant theories. He/she can apply the analysis in concrete situations and play a leading role in this.
- 5) Philosophy: The student has the ability to 1) study primary philosophical sources, 2) apply the motifs, thinking styles and argument forms contained therein to current issues, 3) to form a balanced opinion and to present this opinion.
- 6) MSc Design Honours: the student has obtained the basic knowledge, skills and insight of a T-shaped designer. He or she is familiar with the design process, starting with an ill-defined problem and ending, after the requisite iterations, with the product or solution to the problem.
- 7) MSc Research Honours: the student has basic knowledge, skills and insight of a novice T-shaped researcher in the field of reporting, communication and research management.
- 8) MSc Change Leaders: Processes of Change: The student can analyse change processes from an interdisciplinary viewpoint of multiple disciplines, drawing on relevant theories. He/she can apply the analysis in concrete situations and can play a leading role in this.
- 9) High Tech Systems and Materials Honours Master
See <http://www.rug.nl/education/honours-college/htsm-masterprogramme/>

Article 3.6 Commencement of the programme

- 1) The Honours Programme commences on 1 February of each calendar year for students who have been admitted, as described in chapter 2.
- 2) The commencing date of the tracks of the Honours programme in the master's programme differs and will be announced through OSIRIS.

Article 3.7 Conclusion of the programme

- 1) The student receives an Honours certificate in case he has successfully completed the programme as determined by the Examination Board.
- 2) The student has successfully completed the Bachelor Honours programme when the following requirements have been met:
 - a. a total of 30 EC in module results has been obtained during the Honours programme;
 - b. the Honours programme in the bachelor's programme is completed within the specified period of 18 months;
 - c. the student has to have completed all the followed modules with a 'pass' grade. If a module has been assessed with a 'fail' grade, it is not possible to obtain an Honours certificate. If that is the case, the modules that have been successfully completed will be listed on the diploma supplement.
- 3) The student has successfully completed the Master Honours programme when the following requirements have been met:
 - a. a total of 15 EC in module results has been obtained during the Honours programme;
 - b. the student has to have completed all the followed modules with a 'pass' grade. If a module has been assessed with a 'fail' grade, it is not possible to obtain an Honours certificate. If that is the case, the modules that have been successfully completed will be listed on the diploma supplement.

Article 3.8 Quality

- 1) The education of the Honours programme is managed and organized by the module coordinators, supervised by the Honours Dean.
- 2) The quality of each module is monitored by means of an evaluation by students after the module is concluded. The results of the module evaluations are discussed by the Education committee.
- 3) The Honours Council oversees the quality of education of the entire Honours programme and evaluates the quality every year.
- 4) The Examination Board is responsible for the quality of testing and the attained learning outcomes.
- 5) Every four years a programme evaluation takes place. The findings of this evaluation will be discussed with the Executive Board.

Chapter 4 Module participation and assessment

Article 4.1 Module assessment

- 1) In order to successfully complete a module the student has to meet all the requirements of the module. These requirements include, at the very least:
 - a. mandatory participation in the meetings (being present is self-evident);
 - b. assignments have been completed and handed in before the set deadline;
 - c. presentations have to have been prepared and given;
 - d. the student has proportionally contributed to the group work;
 - e. the level of the supplied work is, at the very least, marked sufficient to good (comparable with a 7.5 of regular degree programmes in which grades are given);
 - f. specific requirements that have to be announced to the student no later than two weeks prior to the start of the module.
- 2) In case of an insufficient presentation, the module coordinator can require an additional assignment during the module in accordance with article 4.1.1e.
- 3) The module assessment's goal is to determine a specific development stage of the student.
- 4) The student's effort and his provided result or results are assessed as a whole per module.

- 5) The student has the right to know the level expected of him, the manner in which he will be assessed and the time at which he will be assessed prior to the start of the module.
- 6) During the module the module the module coordinator is allowed to change the time of assessment.
 - a. Changing the time of assessment is only possible with a recommendation by the Examination Board. The students are informed immediately of the relevant change.
 - b. If the change only constitutes moving the hand-in or presentation time to a different day than noted in the schedule, it is sufficient to notify the students and the Examination Board of the change in a timely fashion.
 - c. A change of the assessment time may not have an adverse effect on the students.
- 7) The final assessment of the module is expressed in either a 'pass' or 'fail' grade.
- 8) The student is granted a 'pass' grade for the module if all requirements as described in article 4.1, paragraph 1 have been met.
- 9) A module is granted a 'fail' grade if:
 - a. one of the requirements as described in article 4.1, paragraph 1 is not met;
 - b. the Examination Board has determined there is a question of fraud;
- 10) The module assessment is determined by the module examiner. In case of multiple examiners per module, the module examiners consult with each other before deciding on a grade.
- 11) ECTS will only be awarded for the module if the entire module has been awarded a 'pass' grade. No ECTS will be awarded for parts of units of study and/or individual tests passed.
- 12) In special cases of force majeure, which make it impossible for students to study, the Honours Dean can allow an additional performance.

Article 4.2 Registration for the modules and tests

- 1) In order to participate in the modules, registration through the SIS prior to the start of the module is mandatory.
- 2) By registering for the module the student automatically takes part in the assignments that will be assessed.

Article 4.3 Term assessment and results

- 1) The student will be notified of the module assessment within fifteen working days after completion of the module.
- 2) If circumstances hinder an examiner from complying with the periods stipulated in paragraph 1, he shall report this to the Examination Board, giving reasons. The students involved will be informed of the delay as soon as possible while stating the new deadline by which the result will be announced. If the Examination Board feels that the examiner is in default, they can order a different examiner to assess the assignment.

Article 4.4 Right of justification and inspection

- 1) The student is entitled to a justification of the results of an assessment from the examiner, whereby the examiner substantiates the assessment that was given. If no collective discussion of the results is held, the student may submit a request for an individual discussion of the results to the examiner within ten working days of publication of the assessment. The discussion must take place no later than five weeks after the publication of the assessment, in the presence of the examiner or an authorized replacement.
- 2) The student has the right to inspect his or her work for a period of two years after the assessment.

Article 4.5 Retention period for tests

The questions, elaborations and the assessed work of written tests will be retained for a period of four years.

Chapter 5 Examination Board and Complaints Desk

Article 5.1 Examination Board

- 1) The Dean of EEMCS authorizes the Honours Dean for the appointment and composition of the Examination Board of the Honours Programme (WHW section 7.12a) and the Education Committee of the Honours Programme.
- 2) The Honours Dean:
 - a. appoints the members of the Examination Board on the basis of their expertise in the field of the relevant degree programme or group of degree programmes (WHW section 7.12a, paragraph 1);
 - b. consults the members of the relevant Examination Board before proceeding to appoint a member (WHW Article 7.12a, paragraph 4);
 - c. ensures that the independent and expert operation of the Examination Board is sufficiently guaranteed (WHW Article 7.12a, paragraph 2).
- 3) When appointing members of the Examination Board, the Honours Dean ensures that:
 - a. at least one member is connected to the Honours programmer as a teacher;
 - b. at least one member is independent of the Honours Programme;
 - c. persons who have a financial responsibility within the institute are not appointed.
- 4) The Examination Board is responsible for setting the regulations and guidelines for module assessments for the benefit of examiners and students (WHW, Article 7.12b). These are set down in a separate document entitled Rules and Regulations of the Examination Board.
- 5) The Examination Board draws up a report of its activities each year. The Examination Board submits the report to the Honours Dean (WHW Article 7.12b, paragraph 5).

Article 5.2 Complaints Desk

Every student or external student, including future and former students, can turn to the Complaints Desk with a formal complaint, a formal appeal or a formal objection. The objections and appeals period comprises six weeks after the decision has been made public. The Complaints Desk is housed at the desk of Student Services at the Vrijhof, room 239B.

Chapter 6 Education Committee

Article 6.1 Appointing the Education Committee

- 1) The Honours Dean appoints the Education Committee.
- 2) The members of the Education Committee are entitled to the use of a meeting room.
- 3) Lecturer members are appointed for a period of two years.
- 4) Student members are appointed for a period of one year.
- 5) Appointments are made before the start of the academic year.

Article 6.2 Composition the Education Committee

- 1) The Education Committee consists of three teacher members and three student members.
- 2) The student members are appointed for a year by the Honours Dean. Student members have to be students or alumni of the honours programme.
- 3) The other members are part of the staff that is responsible for the courses of learning in the Honours Programme and are appointed for two years by the Honours Dean.
- 4) The members of the Examination Board cannot also be a member of the Education Committee.

Article 6.3 Duties the Education Committee

The Education Committee has the following duties:

- a) offer solicited and unsolicited advice on the Education Regulations of the Honours Programme;
- b) assess the manner of execution of the Education Regulations of the Honours Programme every year;
- c) offer solicited or unsolicited advice to the Honours Dean about all affairs concerning the education of the Honours Programme.

Article 6.4 Order of the meeting

At the start of the term of office the Education Committee chooses a chair and secretary from amongst her members. Replacements for the chair and the secretary are also appointed. The positions can be held by either a teacher or a student.

Chapter 7 Certificate and supplement

- 1) The Examination Board awards a certificate when it becomes clear that the student has met all requirements as described in article 3.7 of these regulations.
- 2) Upon request the Examination Board of the Honours Programme can grant the examination candidate an extension for meeting the requirements described in article 3.7. The Examination Board can seek the advice of the Honours Dean in this.
- 3) Students who successfully complete the Honours Programme are awarded one certificate. The certificate states the programme has been organized by the University of Twente.
- 4) The successfully completed modules will be listed on the diploma supplement.

Chapter 8 Lasting impairment

Students with a disability or a chronic illness are offered the opportunity to adapt their studies around the limitations caused by this impairment, as much as is reasonably possible. These adjustments are geared towards the individual impairment of the student as much as possible, but should not influence the quality or difficulty level of a course or the exam programme. The examination committee shall obtain expert advice before making a decision.

Chapter 9 Final Provisions

Article 9.1 Change

Changes to these regulations as regards content, study workload and other subjects as described in section 7.13 WHW are implemented after receiving recommendations from the Education Committee and after obtaining the Honours Dean's approval.

Article 9.2 Publication

The Honours Dean is responsible for publication of these regulations plus supplements and of the regulations and guidelines as determined by the Examination Board of the Honours Programme, as well as of each change made to these documents through the university website (concerning the Honours Programme).

Article 9.3 Hardship clause

In special cases the Examination Board may, at the request of the student, grant dispensation from one or more of the requirements described in these regulations.

Article 9.4: Effective date

These regulations shall come into force on 1 September 2016 and have been established on 8 June 2016.