



Bachelor year 3

**Elective Space / Minor
Manual Psychology**

2018/2019

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1 Introduction

The third year (B3) of the bachelor's programme in Psychology includes a 30 EC elective/minor space in the first semester. This elective space is primarily intended to provide a wider focus (supplementing the in-depth approach in your own field of study with broad academic qualifications) and to foster internationalization. It is important to reflect on the various options that are available half way the second year (B2) or even earlier. This manual provides further details about these options, and about registering your choices.

1.1 B3 study programme

The B3 study programme is illustrated in Figure 1, below. Its structure is as follows:

30-EC compulsory modules in semester 2

- Reflection module (including history, philosophy and ethics) (15 credits)
- Bachelor's thesis (15 credits)

30-EC elective/minor space in semester 1

The options for filling in your elective space can be summarized as follows:

- University of Twente minors, composed of modules worth 15 or 2*15 EC (High Tech Human Touch (HTHT) minors, in-depth minors, join-in minors incl. pre-master's and special minors)
- Studying at another university in the Netherlands¹ or abroad (30 EC)
- A combination of the above options.

<u>Semester 1</u>		<u>Semester 2</u>	
Block 1A	Block 1B	Block 2A	Block 2B
Elective/minor space 30 EC		Bachelor's thesis 15 EC	
		History, Ethics & Philosophy of Psych. 15 EC	

Chapter 2 will describe the option categories mentioned above in more detail.

1.2 Prerequisites for admission to the elective space

The prerequisites for the elective space depend on which option is selected:

Type of minor	Prerequisites
University of Twente minors	90 EC from B1 and B2 completed
Courses at another Dutch university	90 EC from B1 and B2 completed
Studying abroad	B1 and 1 st semester B2 completed ² on 1 August

¹ Please note: PSY students are not allowed to take minors at universities of Applied Sciences ("HBO")!

² If you are going abroad for a semester, you must have completed all 1st-year modules and 2nd-year modules given in the first semester. This is because, during this period, you cannot attend lectures or take exams in the Netherlands for any first-semester modules that you have not yet completed.

2 Options, rules and procedures

The entire first semester of the third year is available for electives. As mentioned in section 1.1, you can include minors offered at the University of Twente itself, or a course package or minor that you will follow elsewhere in the Netherlands or abroad. Alternatively, you can select a combination of these options.

You are expected to make an informed choice about the electives you select to fill this 30-credit elective space. Logically, your choice should be based on personal interests, qualities and ambitions in the first place. Secondly, it will depend on the progress you made in your studies in the first and second year. For instance, the prerequisites for electives outside the Netherlands are more demanding than those for students following a minor at the University of Twente or at another university in the Netherlands; until you have completed all of the modules from the first semester of B2, you will not be able to go abroad (see 1.2 above). And thirdly, there are also various rules that you will need to keep in mind when deciding how to fill in your elective space.

This chapter sets out further details of the various main option categories, in sections 2.1 – 2.3. For each category due attention will be paid to the variety of options at hand and the rules and procedures that you will be required to follow.

Please note: In addition to the procedure described in this chapter, you must always inform the programme staff before 1 September regarding your choice of electives³. To this end, you will need to fill in the [Elective Space Registration Form](#) (you can find this form on the B3 website). You should only do so if you are fairly sure that you will actually be taking these electives. Should any changes occur after you have handed in the form, please fill in the form again, indicating that this is a change to a previously submitted portfolio.

2.1 University of Twente minors

Within the University of Twente, there is a wide range of suitable minors that you can choose to complete your 30 EC elective space. They usually consist of one or two 15 EC modules. These modules will acquaint you with the contents of one of the other bachelor's programmes at the University of Twente, or will enable you to explore a particular academic topic at greater depth.

The range of minors on offer may vary from one academic year to another. Apart from the wide range of minors at offer in the first semester of the academic year, a more limited number of minors is offered in the second semester, so that any students who have fallen behind with their studies will not have to suffer any further delay. Furthermore, it is important to know that some minors may not be accessible to Psychology students. More detailed information about the University of Twente's minors can be found at the minor website www.utwente.nl/en/education/electives/minor/. This website also features three options matrices, one for the HTHT minors, one for the in-depth minors, and one for the join-in minors. These are modified annually.

A central **minor information market** is planned on 28 March 2018 in the Vrijhof building. The university's various minors will present themselves there, and you can gather information

³ This is for two reasons: it enables the Educational Affairs Office (BOZ) to enter details of your course package in OSIRIS, in cases where you are unable to do so yourself, and it allows the staff to check that you actually meet the prerequisites.

and/or put questions to the coordinators of the minor modules. It is highly advisable to find out all about the minors you are interested in, especially if these are do-able (offer a good chance of a pass) for PSY students.

Options

The University of Twente has the following types of minors:

- **HTHT minors** are specially designed for the elective space. They feature the University of Twente's typical mix of 'high tech' and 'human touch' elements.
- **In-depth minors**; an in-depth minor is a module offered by the student's own educational programme, and which builds on the student's own curriculum.
- **Join-in minors**, in which you follow a module (or, occasionally, components thereof) from another educational programme at the University of Twente.
- Three **special minors**, which each have a specific character of its own: "Crossing Borders", the Board minor (de bestuursminor) and the Educative minor (Leren Lesgeven). Of these minors only the minor "Crossing Borders" is taught in English. The other two are taught in Dutch.

HTHT (High Tech Human Touch) minors

The aim of the HTHT minors is to highlight specific societal themes for which the University of Twente develops High-Tech-Human-Touch solutions based on high-quality research. In most cases, these are offered in 'packages' of two modules, each worth 15 credits. However, it is also often possible to follow one of the two modules separately. In this way, you can create your own combination of HTHT modules. *Please note*: some HTHT modules are not open to Psychology students. The Matrix of options HTHT minors, at www.utwente.nl/en/education/electives/minor/htht-minors can be consulted to see which modules are open to Psychology students and which are not. But, even where modules are open to Psychology students, it is important to ensure that you will have a good chance of passing these modules (as some may be scientifically very demanding).

Special minors: Crossing Borders, Board minor, Educative minor

- *Crossing Borders* consists of two 15-credit modules that can also be taken separately. This minor offers students opportunities to gain international experience by going abroad for a field study, a study tour, or by working from the Netherlands with international partners. The point in this minor is 'International Grand Challenges'.
- The *Board minor (Bestuursminor)*, which is worth 15 credits, is exclusively accessible to the board members of student organizations. This minor is spread out over an entire academic year, so it can be followed alongside almost full-time management activities.
- *Educative minor (Leren Lesgeven)* consists of two 15-credit modules. One is an introductory module that helps you to take stock of the teaching profession, the other is a follow-up module that can be extended to a teaching certification. Of these two modules, only the basic module is open to Psychology students. This module is taught in Dutch only.

In-depth minors

When selecting a minor to deepen their knowledge, Psychology students can choose one (not two) of the elective modules of the first semester of B2 that they **have not yet followed**.

The modules in question are:

- Health Psychology & Applied Technology (201600004) (block 1A)
- Psychology in Learning & instruction (201400121) (block 1A)
- Psychology of Safety (201600005) (block 1A)

- Human Factors & Engineering Psychology (201400123) (block 1B)
- Mental health (201600104) (block 1B)

Join-in minors

There are three types of join-in minors:

- *Formalized join-in minors.*⁴ Various educational programmes make one or more of their B1 and/or B2 modules available to students from other University of Twente programmes, in the framework of the B3 elective space. Based on the prerequisites for these modules, a matrix known as the Matrix of options join-in minors is set up every year, for the first and second semesters (www.utwente.nl/en/education/electives/minor/join-in-minors). You can consult this matrix to see what options are open to Psychology students.
Please note: a limit may be imposed on the number of 'join-in students' permitted. So don't wait too long to register!
- *Non-formalized join-in minors*, involving two variants:
 - *"Cross-over" minors or "XM" minors.* This is the case if students want to use their bachelor's elective space to switch to a different University of Twente master's programme than the one to which they have direct access. For example, any PSY students who – after completing their bachelor's degree – wish to transfer to a master's in Communication Science or a master's in Health Sciences.
Please note: In that case, students should discuss the available options with the master's programme in question. The study adviser for that master's programme is the point of contact. If the Psychology master's is considered to be sufficiently closely related to the master's programme that the student wishes to follow, then a transfer portfolio of up to 30 EC can be agreed. That portfolio will usually consist of B1 and B2 modules (or parts thereof) from the bachelor's programme that directly prepare students for the relevant master's degree, and/or special pre-master's courses.
 - *Individually approved join-in minors.* Students who, based on the Matrix of options join-in minors, are not deemed to have sufficient prior knowledge, may nevertheless be admitted if they have obtained such knowledge prior to, or outside, their own bachelor's programme.
Please note: In that case, too, students should discuss the available options with the programme offering the minor in question. The study adviser for that programme would be the point of contact.
- *The 15-credit module Professional Learning in Organizations.* This is not a join-in minor in the strict sense of the term, as this module is not part of an existing bachelor's programme. Nevertheless, this module does feature in the above-mentioned Matrix of options join-in minors, which is why we have included it in the list of join-in minors.
Please note: This module would certainly be of interest to any Psychology students who, in addition to psychology, are interested in educational science. On passing this module, you can directly progress to the master's in Educational Science and Technology (EST). Thus, for Psychology students this module serves as a pre-master's for this master's programme! (The same applies to the in-depth minor Psychology in Learning and Instruction; this module gives access to the master EST as well).

⁴ The terms 'Formalized join-in minors' and 'non-formalized join-in minors' are not formal University of Twente terminology. We use these terms here simply to make clear to our students what options are open for them.

Rules for choosing UT minors

1. As stated, students can only select one 15-credit module in their own discipline.
2. You can select one join-in minor at first-year level (B1). Thus, if you want to follow two join-in minors, at least one of them must be at B2 level.

In the Matrix of options join-in minors, these are all the modules from M5 and M6, as well as the *Professional Learning in Organizations* module.

Procedure for choosing UT minors

The following applies to all University of Twente minors, except for the 'non-formalized join-in minors' (cross-over minors and individually approved join-in minors):

1. You must register for the minor during the minor enrolment period, using the minor code / minor name; you can find details of these codes and names in the Matrices of options;
2. You must register for the corresponding OSIRIS module (using the OSIRIS code) just before the start of the quartile/block.

Register for the minor to make sure you can follow it and have access to Blackboard for the corresponding OSIRIS module. Registering for the module shortly before the start of the quartile is the best way to ensure that all information concerning the module on Blackboard is entirely up to date. See also www.utwente.nl/en/education/electives/minor/registration/

As mentioned above, in the case of the non-formalized join-in minors, you must first discuss the available options with the offering programme in question. If permission is obtained, the programme in question will register you for the minor concerned, and BOZ will enter details of this registration in OSIRIS. The latter can only be completed if you have filled in the Elective Space Registration Form (www.utwente.nl/psy/bachelor) and have submitted a written approval from the programme in question.

2.2 Studying at another university in the Netherlands

Perhaps you are interested in a specific discipline for which no modules or courses are available at the University of Twente. If so, you can put forward a proposal for an Exchange minor at a university-level institution elsewhere in the Netherlands, to include courses in that specific discipline. Based on your registration as a student at the University of Twente, you are allowed to follow courses at other university-level institutions in the Netherlands. If you are considering this option, be sure to get all the information you need from the other university about the options for participating in these courses, their timetabling, and how to apply for admission.

Options

Pre-master's courses for transferring to a Master's programme elsewhere in the Netherlands

If you are interested in taking a master's programme - in Psychology, or a subject other than Psychology - at a university elsewhere in the country, it is useful to find out what preparatory (pre-master's) courses you may need to take before you can enter that master's programme. If you wish, you could then take the courses in question as B3 electives. Ask the study adviser of the relevant university and educational programme for details of the options and requirements.

Other courses at other university-level institutions in the Netherlands

Even if you do not wish to prepare for a master's programme elsewhere in the Netherlands, you may want to use your elective space to take courses offered by other university-level institutions, simply because they interest you. These courses can be offered as part of an existing course package (such as a minor), but you also have the option of putting together a cohesive course package (or two packages), see the rules below) yourself.

Rules

1. Courses in the field of Psychology must be at second-year level (B2), at least.
2. Courses in Psychology may have little or no overlap with subjects taught in your own Psychology bachelor's modules at the University of Twente.
3. If you opt for a wider focus (subjects from a field of study other than Psychology), then you are permitted to take first-year courses (B1) up to a maximum of 10 EC. Any other courses designed to broaden your knowledge should be at second-year level (B2) at least.
4. To ensure that there is sufficient cohesion, the total course package of 30 EC must consist of no more than two sub-packages. Each of these sub-packages must also have its own internal cohesion, but they do not need to be the same size (in EC).

Procedure

Before you can take courses at another Dutch university, you must first confirm that you are eligible for admission to those courses at that university.

Next, you need approval from your Psychology Programme Board. To obtain such approval, you must first complete the BMS Elective Space / Minor Course Approval Form. You can find this form on the B3 website. Be sure to fill in the form accurately, including the second part (reasons for applying), and – in the event of a potential overlap with your educational programme – the third part as well. Send the completed form to Mascha Lindeboom, study adviser of your Psychology bachelor's programme (studyadviser-psy@utwente.nl) On behalf of the Programme Board, she sees to it that your course package is formally assessed, based on the following criteria:

1. Your reasons (motivation) for choosing the university and course package in question
2. The level of the selected courses (see 'Rules' above)
3. The cohesion between the subjects of the courses
4. Their distinctiveness (no overlap!), in relation to the PSY study programme.

Once approval has been granted, you can fill in the Elective Space Registration Form and send it to BOZ. If you meet the prerequisites, BOZ will enter details of your minor in Osiris. If you do not meet the prerequisites, BOZ will inform you that you will not be allowed to take the minor until such time as these requirements are met.

Please note: when putting together the elective space in this way it does, of course, make sense to submit your request for approval of the course package in good time (preferably before 1 May), and to submit the Elective Space Registration Form to BOZ once you have met the prerequisites.

After successful completion, apply to the university where you took the courses in question for a 'Transcript of Records', and submit this to BOZ. BOZ will see to it that details of the courses in question are registered in the B3 elective space in Osiris.

2.3 Studying at a university outside the Netherlands

The University of Twente encourages student mobility, in the sense of studying at (partner) universities abroad. It is a great opportunity to enhance your language skills and to develop intercultural skills. In this connection, the Psychology programme takes the view that it is up to the students themselves to take the initiative in this regard. Here too, the programme must approve the final study programme involving a maximum of 30 credits.

Options

The elective space is a suitable opportunity to spend time abroad in the framework of the bachelor's programme. This can be done by participating in the above-mentioned University of Twente special minor, *Crossing Borders* (see above). Alternatively, it can involve taking courses at a university outside the Netherlands.

Studying at a partner university

This is the easiest way to take courses outside the Netherlands. This means that you will be going to a university with which the University of Twente has a cooperation agreement, in the form of an exchange programme. The big advantage of this is that you do not have to pay tuition fees at the foreign university. Also, its programmes are of recognized quality and the procedures are coordinated.

There are two options:

- Studying at a partner university of your own programme; for instance, Psychology has partner universities in Denmark, Estonia, Spain, the UK, Hungary, Norway, Sweden, Finland and Turkey.
- Studying at a partner university of another University of Twente programme or faculty. The latter is subject to additional requirements and, as a result, this variant is not generally recommended.

Studying at a non-partner university

This is not a realistic option for most students and, as a result, it is not recommended. This, too, is subject to additional requirements. Also, because no agreements have been reached with the University of Twente, admission will often be difficult, if not impossible.

Furthermore, this imposes stricter requirements in terms of practical preparation. Also, it often involves substantial costs, partly because you are not exempted from paying tuition fees.

Rules

1. Courses in the field of Psychology must be at second-year level (B2), at least.
2. Courses in Psychology may have little or no overlap with subjects taught in your own Psychology bachelor's modules at the University of Twente.
3. If you opt for a wider focus (subjects from a field of study other than Psychology), then you are permitted to take first-year courses (B1) up to a maximum of 10 EC. Any other courses designed to broaden your knowledge should be at second-year level (B2) at least.
4. Courses involving language and culture can only be included in the programme if they relate to the language and culture of the country in which the university is located. In addition, courses of this type are limited to a maximum of 10 EC.
5. To ensure that there is sufficient cohesion, the total course package of 30 EC must consist of no more than two sub-packages. Each of these sub-packages must also have its own internal cohesion, but they do not need to be the same size (in EC).

Procedure

If you want to take your minor outside the Netherlands, the best place to start is the faculty's web page Study Abroad (www.utwente.nl/en/bms/education/study-abroad). Here you will find information on how to register for the Study Abroad Blackboard page and where you can find the Study Abroad Manual. Also, you are strongly advised to read the International Office's website (www.utwente.nl/ces/internationaloffice/).

From this point onwards, the faculty's exchange officer Laura Klaver will be your main contact. You must submit your course package for approval. To this end, you should download the Elective Space/Minor Course Approval Form - BMS from the above-mentioned Blackboard site, and fill it in. The completed form must then be submitted to the exchange officer. She will forward it to Mascha Lindeboom, study adviser of your Psychology bachelor's programme. On behalf of the Programme Board, she sees to it that your course package is formally assessed, based on the following criteria:

1. Your reasons (motivation) for choosing the university and course package in question
2. The level of the selected courses (see 'Rules' above)
3. Their distinctiveness (very little or no overlap!), in relation to the PSY study programme
4. The cohesion between the subjects of the courses
5. Limited number of courses involving language and culture (max.10 EC).

For further details of the procedure, please refer to the above-mentioned Study Abroad Manual from BMS, and contact the faculty's exchange officer, Laura Klaver. Please note that, if you are planning on taking your minor outside the Netherlands, you must fill in the Elective Space Registration Form and submit it to BOZ before 1 September.

Some extra tips

- For anyone wishing to study at a university outside the Netherlands, a solid motivation is an important starting point. Studying abroad is certainly not the easiest way to complete the B3 elective space – it takes some perseverance. For example, make sure you are quite clear about the specific country/region you are interested in and about the field you want your minor programme to cover.
- When it comes to studying abroad, in particular, you should allow for a lengthy period of preparation. The whole process of organizing a period of study abroad requires a great deal of preparation, and can involve many ups and downs. We advise you to allow for a six to twelve month period of preparation.
- If you have any doubts about whether you can meet the prerequisites in good time, so that you can go abroad, please contact the study adviser.
- If you want to go abroad, it's essential to check carefully whether this option fits your personal planning with regard to the remaining parts of the study programme, in order to avoid falling behind in your studies unnecessarily. After all, you will be unable to take any modules at the University of Twente for a considerable period of time. If in doubt, always check with the study adviser first!
- The University of Twente is occasionally able to offer financial support for a period of study abroad. For details, check the International Office's website (www.utwente.nl/studyabroad/study/)
- Perseverance pays off. The lessons learned by PSY students who have studied at universities in other countries show that perseverance pays off. Students often look back on their time spent studying abroad with a great deal of pleasure.

Appendix: Main contacts, links and references

Important contacts

Mascha Lindeboom, Study adviser BSc PSY

Email: studyadviser-psy@utwente.nl

Telephone: +31 53 489 3080

Room: Cubicus C 108

Laura Klaver, Exchange officer faculty BMS

Email: l.klaver@utwente.nl

Room: Ravelijn RA 3276

Anneke Laarhuis, BOZ contact for PSY

Email: boz-psy-ces@utwente.nl

Room: Ravelijn RA 3284

Useful links / references

University of Twente major-minor website: www.utwente.nl/en/education/electives/minor/

BMS 'Study Abroad' web page: www.utwente.nl/en/bms/education/study-abroad

The University of Twente's Study Abroad webpage: www.utwente.nl/en/study-abroad/study/

The University of Twente's International Office: www.utwente.nl/ces/internationaloffice/

PSY B3 web page: www.utwente.nl/psy/bachelor/

- *Elective Space Registration Form*
- *Elective Space/Minor Course Approval Form – BMS*