The Dean of the Faculty,

in view of Articles 9.5, 9.15, first paragraph under a, 7.13, first and second paragraph, 9.38, under b, and 9.18, first paragraph under a, and 7.59 of the Higher Education and Research Act (WHW),

in due consideration of the recommendations of the Board of Studies, as well as the approval by or advice of the Faculty Council, pertaining to the specific appendix of the programme in question,¹

decides to adopt the Teaching and Examination Regulations of the educational programme referred to below: .................................................................

¹ In accordance with Article 7.13 WHW, the right to issue advice relates to parts a to g of that article. The Faculty Council has a right of approval for all other components.
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PARAGRAAF 1 - GENERAL PROVISIONS

Art 1.1 - APPLICABILITY OF THESE REGULATIONS.

1) The Teaching and Examination Regulations apply to all students enrolled in the programme concerned.

2) Each programme has its own programme-specific appendix.

3) For each programme, these general provisions the specific programme appendix together form the Teaching and Examination Regulations for the Bachelor’s programme concerned.

4) The general provisions and the specific programme appendix of the Teaching and Examination Regulations are approved by the Dean.

5) A programme’s Examination Board sets down regulations for the execution of its tasks and powers in accordance with Article 7.12b of the WHW.

6) The statutory powers of the Examination Committee of a training programme apply to all units of study that form part of the student's training programme.

7) An English translation of the general provisions and the programme-specific appendices of the Teaching and Examination Regulations and the Rules and Regulations of the Examination Board is available for the English-language Bachelor’s programmes. In conflicting situations, the Dutch text takes precedence over the English text.

8) Any requests for special provisions or exceptions from that stipulated here should be addressed to the secretary of the Examination Board.

9) 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'.

Art 1.2 - DEFINITIONS

The terms used in these Regulations should be interpreted as follows:

Binding recommendation on continuation of studies (Bindend studieadvies, BSA): Negative recommendation on continuation of studies in accordance with Article 7.8b, paragraphs 1 and 2 of the WHW issued by the Examination Board on behalf of the institution administration, concerning the student's enrolment for the programme;

Personal Circumstances Committee (CPO): A committee (Personal Circumstances Committee) formed by the Executive Board that issues advice to the Programme Board in individual cases concerning the validity, term and seriousness of the personal circumstances of the student involved.

Executive Board: Executive Board of the University of Twente,

Dean: Head of the Faculty,

ECTS: A unit of 28 hours of study workload, in accordance with the European Credit Transfer System, a full academic year consisting of 60 ECTS or 1680 hours (Article 7.4 WHW),
Examination: A study programme concludes with a final examination. A final examination is deemed successfully completed if the units of study belonging to a programme have been completed successfully. The examination may also include an additional assessment by the Examination Board.

Examination Board: The Examination Board is the body that determines in an objective and expert way whether a student satisfies the conditions that the Teaching and Examination Regulations set on the knowledge, understanding and skills needed to obtain a degree;

Examiner: The individual who has been appointed by the Examination Board in accordance with Article 7.12c of the WHW to hold exams and tests and determine their results;

Authorised piece of evidence: A piece of evidence that is signed by an examiner to make publication of the examination results in the Student Information System possible or a document containing the results of a student from the SIS (OSIRIS).

Institution: The University of Twente,

Module: A unit of study of 15 ECTS in the Twente Educational Model;

Module coordinator: The individual charged by the programme board to organize the module,

Module examiner: The individual designated by the Examination Board to determine the result of the unit of study

unit of study: A component of the programme as described in Article 7.3, paragraphs 2 and 3 of the WHW. A unit of study concludes with an exam.

Study programme: The entirety of compulsory and optional units of study belonging to the programme, as set down in the specific programme appendix,

Educational programme: The bachelor’s programme referred to in programme-specific appendix of these Teaching and Examination Regulations,

Programme board: The committee charged by the Dean with managing the programme. It may also be an individual person. In which case the term ‘programme director’ is used,

Programme committee: The Programme committee as referred to in article 9.18 WHW

Student: Anyone registered with a programme in accordance with Article 7.34 and 7.37 of the WHW,

Student Information System (SIS): The system designated by the Executive Board for the registration of and information relating to the relevant student and study data, as stipulated in the WHW,

Study Adviser: Person appointed by the Dean of the Faculty who acts as contact between the student and the programme, and in
this role represents the interests of the students, as well as fulfilling an advisory role,

**Academic year:** The term that starts on 1 September and ends on 31 August of the following year.

**Study Rate:** Number of ECTS achieved in a certain period divided by the number of ECTS that can nominally be achieved in this period,

**Examination:** An evaluation of the knowledge, understanding and skills of the student, as well as the assessment of the results of this evaluation (Article 7.10 of the WHW); an exam may consist of a number of tests,

**Test:** part of an exam. If a unit of study has only one test, this coincides with the exam for the unit in question,

**Test result:** A result that contributes to the final result for the unit of study,

**Test plan:** A plan indicating how the testing of a unit of study is organized,

**Twente Educational Model:** The educational model introduced in the University of Twente’s Bachelor’s degree programmes with effect from 2013,

**UT:** University of Twente,

**Working Day:** Any day from Monday to Friday with the exception of official holidays and the prearranged ‘bridging days’ (brugdagen) on which the staff are free,

**Higher Education and Research Act (WHW):** The Higher Education and Research Act (WHW), in the Dutch Bulletin of Acts and Decrees 1992, number 593, and as amended since.

Any terms not defined here have the meaning assigned to them by the Act.
PARAGRAAF 2 - ADMISSION

Art 2.1 - PRIOR EDUCATIONAL REQUIREMENTS

Admission to the programme is granted if the requirements with regard to prior education for enrolment in university education are met, in accordance with the WHW, Articles 7.24, 7.25 and 7.28.

Art 2.2 - LANGUAGE REQUIREMENT BACHELOR’S PROGRAMME FOR HOLDERS OF FOREIGN DIPLOMAS

Holders of diplomas from outside the Netherlands are permitted to enrol in the following cases only:

a) if the programme is offered in the Dutch language: after meeting the requirement for adequate proficiency in the Dutch language by successfully completing the state examination for Dutch as a second language (NT2), Programme 2, or the certificate in Dutch as a foreign language, ‘Profiel Academische Taalvaardigheid’ (PAT) or "Profiel Taalvaardigheid Hoger Onderwijs" (PTHO) and

b) if the programme is offered in the English language: after it has been shown that the requirement for adequate proficiency in the English language to the level of the Dutch pre-university (VWO) examination has been met. Proficiency at this level can be demonstrated by means of one of the following tests:

  o IELTS (International English Language Testing System), academic module. The minimum IELTS score (overall band) must be 6.0.
  o TOEFL (Test of English as a Foreign Language). The minimum TOEFL score required is 80 (internet-based test).
  o Cambridge EFL (English as a Foreign Language) Exams, with one of the following certificates:
    • Cambridge Certificate in Advanced English
    • Cambridge Certificate of Proficiency in English

Art 2.3 - ADMISSION TEST OR UNIVERSITY ENTRANCE EXAMINATION (COLLOQUIUM DOCTUM)

If the conditions referred to in Articles 2.1 and 2.2 are not met, the institution can grant an exemption on the grounds of an admission test, in accordance with Article 7.29 of the WHW. The conditions pertaining to this are described in detail in the document entitled “University Entrance Examination and other admission regulations for admission to Bachelor’s programmes” (Colloquium Doctum en andere toelatingsregelingen voor toelating tot bacheloropleidingen). This document can be found on the University of Twente’s website.
PARAGRAAF 3 - CONTENT AND STRUCTURE OF THE PROGRAMME

Art 3.1 - AIM OF THE PROGRAMME

The aims and final attainment targets (Article 7.13, paragraph 2c of the WHW) are described in the programme-specific appendices.

Art 3.2 - STRUCTURE OF THE DEGREE PROGRAMME

1) The programme is equivalent to 180 ECTS.

2) The programme is described in the programme specific appendix to these Regulations, in accordance with Article 7.13, paragraph 2 a to j, l, s, t, v and w of the WHW.

3) If the programme has an honours programme, this is also included in the programme specific appendix.

Art 3.3 - LANGUAGE OF INSTRUCTION FOR THE PROGRAMME

1) The programme specific appendix sets down the language of instruction for the programme.

2) If there are deviations from this official language of instruction for parts of the programme, this occurs in accordance with the UT Code of Conduct for Languages of instruction (Gedragscode Voertalen) and Article 7.2 of the WHW.

Art 3.4 - EXEMPTION

1) The Examination Board can grant the student exemption from one or more complete units of study at his or her request. To this end, the student will demonstrate that he or she has completed a component of a similar content, size and level of a university or higher professional education programme or has, as a result of work and/or professional experience, sufficient knowledge and skills regarding the unit of study concerned.

2) Students may be exempted from the obligation to participate in practical exercises if they can demonstrate that they expect to be placed in a moral dilemma as a result of the need to meet one of the requirements for this component. In such cases, the Examination Board decides whether the component can be carried out in another manner to be determined by the Board.

Art 3.5 - FLEXIBLE PROGRAMME:

The Examination Board of the programme decides whether a student may take part in an flexible programme as stipulated in Article 7.3d of the WHW. The Examination Board assesses whether the programme is appropriate and consistent within the domain of the programme and whether the level is high enough in the light of the final attainment targets of the programme.
PARAGRAAF 4 - EDUCATION AND EXAMINATION

Art 4.1 - GENERAL

1) A unit of study is completed with an exam.
2) An exam may consist of a number of tests.
3) A test can be taken in several parts, spread over time. Results of these parts will not be included in the SIS, but can be shared with students via Blackboard.
   a) The student has the right to take note of recent model test questions or trial exams or representative older tests and the related elaborations and the standard of the related assessment.
   b) An exam has a maximum duration of three hours.
4) Test results are expressed in a mark from 1 to 10, rounded to one decimal place.
5) Exam results are expressed in a whole mark from 1 to 10.
6) The exam result of modules (article 4.2) is determined by the module examiner following consultation with the other examiners of the module. These consultations preferably take place by means of a module assessment meeting.
7) An exam result of 5.5 or higher is a pass.
8) ECTS will only be awarded for the unit of study if an exam has been completed. No ECTS will be awarded for parts of units of study and/or individual tests passed.
9) If a student receives more than one valid mark for the same unit of study, the highest result will apply.

Art 4.2 - MODULES

1) A module is a unit of study of 15 ECTS, in which knowledge, skills and attitude relating to the discipline are developed in a coherent way.
2) Each module has a module coordinator and a module examiner. This may be the same person.

Art 4.3 - REGISTERING FOR A UNIT OF STUDY AND THE TESTS

1) It is only possible to take part in units of study if
   a. the student has registered before the start of the unit of study via the SIS and
   b. the student meets the requirements set for prior knowledge for the unit of study in the programme specific appendix. The condition set out under a) lapses if it concern a unit of study that is not covered by TOM and the student only participates in the final test or the resit.
2) Registering for units of study also involves registration for all of the tests in the units of study.
a. Separate registrations for final tests and resits of training programmes not
covered by TOM are possible if the student has not registered for the unit
of study itself before the unit of study commenced.

3) If the student is unable to participate in a test of a TOM unit of study as a result of
force majeure such will be reported to the study adviser and/or the module
coordinator together with the reason.
   a. If the student does not appear at a test of the TOM training programme for
which he has not deregistered with the study adviser and/or the module
coordinator while stating the reasons, such will apply as an unsatisfactory
result.

4) The student can deregister for tests of units of study that are not covered by TOM
via the SIS up to and including the day before the relevant test.
   a. If the student does not appear at a test of the unit of study that is not
covered by TOM and for which he has not deregistered via the SIS, such
will apply as an unsatisfactory result.

Art 4.4 - TEST PLAN
1) The way in which the tests lead to the exam result is laid down in a test plan
for each unit of study.
2) The test plan is determined by the programme board.
   a) The test plan is determined after the module coordinator has drawn up the
test plan and after the Examination Board has issued advice concerning
the test plan as necessary.
3) The test plan must have been published on Blackboard at the latest two
weeks before the start of the unit of study.
4) The test plan must at least include the following:
   a) when tests will be sat and in what form,
   b) for which tests there are any retake options and the form that these take,
   c) the weighting of the various tests,
   d) any minimum mark requirements for each test.
5) The programme board is entitled to make changes to the test plan during the
units of study.
   a) Changes to the test plan are only possible in consultation with the module
coordinator and following advice from the Examination Board. Students
are informed immediately of the relevant change.
   b) Consultation between the programme board and the module coordinator
will suffice in principle if the change merely concerns the rescheduling of
tests or parts thereof to a different moment than indicated in the timetable.
The programme board is then required to inform the Examination Board of
the decision to implement a change at the next examination meeting.
   c) Changes to the test plan are not allowed to prejudice the students within
reasonable expectation.
Art 4.5 - TEST OPPORTUNITY AND ADDITIONAL TEST OPPORTUNITIES

1) Each year, two opportunities are offered to sit written and oral tests for units of study of less than 15 ECTS (units of study that are not part of the Twente Educational Model).

2) If units of study consist solely of a practical exercise, tests can be taken at least once each year.

3) Contrary to what stipulated in paragraph 1 of this Article, an opportunity to take a test for a unit of study that is part of the study programme, but which was not taught during that particular academic year, will be offered at least once per academic year.

4) In exceptional cases, the Examination Board can give individual students additional opportunities to sit a test. Where necessary, the exam result can be upheld in these cases.

Art 4.6 - ORAL TESTS

1) Oral tests will be conducted in public, unless the Examination Board has determined otherwise in a particular case, possibly at the request of the examiner or the student.

2) A student or examiner who wishes third parties to be present during an oral test must inform the Examination Board at least ten working days prior to the oral test. This does not apply for graduation colloquia.

3) If the Examination Board has determined that members of the Examination Board (or an observer representing the Examination Board) are to be present during the oral test, it will notify the examiner and the student at least one working day prior to the test.

Art 4.7 - TERM ASSESSMENT

1) The examiner will inform the student of the result within at most 1 working day after conducting the oral test.

2) The deadline for determining and publication of the result of an written exam or an examination taken in some other way will be included in the test plan for the unit of study.

3) Within ten working days of the completion of a unit of study, the interim examination result or the upholding of this result in accordance with the provisions of Article 4.5, paragraph 1 will be published via the SIS to the student.

4) The provisions of paragraph 1 do not apply if the oral test is part of a series of oral tests of the same unit of study, which take place on more than one working day. In that case, the examiner determines the result within one working day after the conclusion of the series of oral tests.

5) If the result of a test is based on the completion of one or more assignments, a paper or a thesis, the deadline for submission of the final part will count as the test date.
6) Should an examiner not be able to meet the deadline as described in paragraph 3 due to special circumstances, he or she will report this with reasons to the Programme Board. 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 as yet. If the Examination Board is of the opinion that the examiner has not complied with his or her obligations, it may appoint another examiner to ascertain the result of the exam.

7) If a second test opportunity is planned shortly after the first, the results of the first test will be published at a time that provides the student with at least 5 working days to prepare for the second opportunity.

Art 4.8 - PERIOD OF VALIDITY

1) An exam result is valid for a period of six years. The Examination Board can extend this period in individual cases at the request of the student.

2) Test results are only valid in the academic year in which they were obtained. The Examination Board can extend this period in individual cases at the request of the student.

Art 4.9 - RIGHT OF JUSTIFICATION AND INSPECTION

1) The student is entitled to a justification of the results of a test 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 test results. The discussion must take place at the latest five weeks after the publication of the test results, 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.

Art 4.10 - RETENTION PERIOD FOR TESTS

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

2) The retention period of final assignments of the Bachelor programme is seven years.
PARAGRAAF 5 - EXAMINATION

Art 5.1 - EXAMINATION BOARD

1) The Dean establishes an Examination Board (WHW, Article 7.12a).

2) The Dean
   a) appoints the members of the Examination Board based on their expertise in the domain of the relevant programme or group of programmes (WHW, Article 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 Dean ensures that:
   a) at least one member is affiliated as a teacher with the relevant programme or with one of the training programmes that is part of the group of programmes (WHW Article 7.12a, paragraph 3);
   b) Members of the Executive Board or persons who otherwise bear financial responsibility within the institute are not appointed.

4) Examination Boards are themselves responsible, without further consultation, for setting the regulations and guidelines for examiners, and exams and exams (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 Dean (WHW Article 7.12b, paragraph 5).

Art 5.2 - EXAMINATION

1) In accordance with Article 7.10, paragraph 2 of the WHW, the Bachelor’s examination is deemed successfully completed if the exams of the units of study of the Bachelor’s programme have been taken successfully.

2) The Examination Board declares the student to have successfully completed the Bachelor’s examination if he or she meets the examination requirements, and invites the student to accept the relevant certificate and list of marks or the supplement. In the present case, the date recorded on the certificate, i.e. the examination date, is the date on which the student successfully completed the last remaining unit of study.

3) If so desired, the student has the right to submit a substantiated request in writing to the Examination Board to postpone declaring the examination as ‘successfully completed’ and consequently postpone the presentation of the certificate as well. The student must indicate at least the duration of the postponement he desires in his request.

4) The details of the provision in paragraph 3 will be included by the Examination Board in the Rules and Regulations of the Examination Board.

5) If the student has requested postponement on the basis of paragraph 3, the examination date will be the date following postponement on which the
Examination Board has decided to declare the student to have successfully completed the examination.

Art 5.3 - DEGREE

1) Participants who have successfully met all requirements for the Bachelor's examination are awarded a Bachelor of Science degree.

2) The awarded degree will be stated on the certificate.

Art 5.4 - CERTIFICATE

1) The Examination Board grants a certificate as proof that the student has successfully passed his or her examination. The certificate will be signed by the chairman of the Examination Board. In his absence, it can also be signed by one of the members of the Examination Board.

2) The certificate will state the following (WHW, Article 7.11):
   a) the student's name and date of birth;
   b) the name of the institution and the programme as referred to in the registered, referred to in Article 6.13 of the WHW, it concerns;
   c) which components the examination comprises;
   d) the date on which the exam was sat;
   e) the degree awarded (WHW Article 7.10a);
   f) in appropriate cases what qualification was attached thereto (taking into account Article 7.6, paragraph 1, of the WHW);
   g) the date on which the programme was most recently accredited or passed the initial accreditation assessment as referred to in Article 5a.11, second paragraph WHW.

3) The International Diploma Supplement will be appended to the certificate for the successfully completed examination (WHW, Article 7.11, paragraph 4). The purpose of the supplement is to provide information on the nature and content of the completed programme, partly with a view to the international recognition of programmes. This supplement will always contain the following information:
   a) the name of the programme and the name of the University;
   b) the fact that it is a programme in academic education;
   c) a description of the content of the programme; where applicable also stating the specialization and/or minor taken;
   d) the study load of the programme.
   e) the components of the examination and their assessment;
   f) exams that were passed by the student, which are not part of the exam.

4) If the examination board has granted the student a judicium this will be stated on the certificate.

5) Students who have passed more than one examination and to whom no certificate as referred to in paragraph 1 of this Article can be issued will be provided on request with a written statement from the Examination Board.
stating in any event the exams they have passed (WHW, Article 7.11, paragraph 5).
PARAGRAAF 6 - STUDENT COUNSELLING AND (BINDING) RECOMMENDATION ON CONTINUATION OF STUDIES

Art 6.1 - STUDY PROGRESS OVERVIEW

1) The student can request a certified study progress overview from the Student Services Desk if required.

Art 6.2 - STUDY COUNSELLING

1) The Dean is responsible for student counselling, which includes informing the student of study opportunities in or outside the programme.

2) Each student is appointed a Study Adviser.

3) The Study Adviser counsels the student and offers advice on study-related matters, as well as personal problems that may affect his studies if the student so desires.

4) If a student wishes to exercise his right to specific counselling or facilities, he is required to contact the Study Adviser. The Study Adviser creates a record of any agreements made with the student. The student, the programme and the Examination Board can derive rights therefrom.

5) The following applies to the entitlement to special facilities:
   - Students who fall behind in their studies as a result of circumstances beyond one’s control or personal circumstances are entitled to additional, individual counselling appointments.
   - The right to the aforementioned counselling or facilities also concerns, if necessary and possible, the right to participate in exams or tests and/or the availability of special facilities pertaining to the examination. Such dispensation and additional testing opportunities can only be granted by the Examination Board.

Art 6.3 - (BINDING) RECOMMENDATION ON CONTINUATION OF STUDIES

1) Each student receives a recommendation at the end of the first year of enrolment in the programme concerning the continuation of his studies within the programme. This recommendation is based on the student's study results and may be positive or negative.

2) An introductory interview is held with every student before 30 October of the first year in which he is enrolled in the programme.

3) In the first year in which he is enrolled in the programme, the student will receive a pre recommendation on the continuation of his studies by 31 December at the latest. This pre recommendation is not binding.

4) In the first year in which he is enrolled in the programme, the student will receive a second pre recommendation on the continuation of his studies by 1 March at the latest. This recommendation is not binding.

5) Any student who receives a negative pre recommendation as referred to in paragraphs 3 and/or 4 will be invited for an interview with the Study Adviser to discuss the study method and a reconsideration of the choice of study.
6) The issue of the study recommendation referred to in paragraphs 1, 3 and 4 has been mandated to the programme board by the Executive Board.

7) The definitive (binding) recommendation referred to in paragraph 1 may include a rejection if the student has obtained fewer than 45 ECTS in the first year of enrolment. Any additional requirements have been included in the programme-specific appendix. The rejection will apply for a period of three academic years. A definitive recommendation that includes a rejection is referred to as a binding recommendation on the continuation of studies.

8) In determining the number of ECTS obtained, only the units of study of the programme scheduled for the first year of the programme in respect of which the recommendation is issued will count.

9) No binding recommendation on the continuation of studies as referred to in Article 6.3 paragraph 1 will be issued to students who request deregistration before 1 February of the first year of enrolment. If such a student reenrolls in a subsequent academic year, the definitive (binding) recommendation will be issued at the end of that subsequent academic year.

10) For students who transfer to a different programme within the UT before 1 October, there will be no adjustment of the standard as stipulated in Article 6.3 paragraph 7. Otherwise, the provisions intended in Article 6.3 paragraph 7 will apply mutatis mutandis.

11) A delayed binding recommendation, dated at the very latest at the end of the student's second year of enrolment, will apply for students who transfer to a different programme on 1 October or later.

12) The student has the right to be heard by the programme board in connection with the issue of a binding recommendation (WHW Article 7.8b Paragraph 4).

13) In its deliberations on attaching a rejection to a binding recommendation, the programme board will take into account the student's personal circumstances at his request. The Programme Board will only take into account in its deliberations personal circumstances that have been reported to the Study Adviser by the student as soon as can reasonably be expected after they arose.

14) Personal circumstances are understood to be illness of the person involved, physical, sensory or other functional disorders on the part of the person involved, pregnancy of the person involved, special family circumstances and member of the University Council, the Faculty Council or programme committee (WHW Implementation Decree 2008, Article 2.1). Personal circumstances also include top-class sport on the part of the person involved or a Category 3 board in accordance with the FOBOS Regulations.

15) The personal circumstances must be submitted to the Personal Circumstances Committee (CPO) in consultation with the Study Adviser. This report must be substantiated with items of evidence.

16) The CPO assesses the validity and seriousness of the personal circumstances. A report in respect thereof is submitted to the programme board and the relevant Study Adviser.

17) The programme board takes the judgement of the CPO into account in its handling of the student's request as referred to in Article 6.3, paragraph 13.

18) A deferred definitive recommendation, with the end of the second year of the student's enrolment as the final date, will apply if it is impossible to render an
opinion concerning the capacity to study of the student as a result of personal circumstances.

19) The decision of the programme board with respect to the binding recommendation on the continuation of studies states the possibility of filing an appeal.

Art 6.4 - (BINDING) RECOMMENDATION ON CONTINUATION OF STUDIES: MULTIPLE PROGRAMMES

If a student is enrolled in multiple programmes and has achieved the standard for the (binding) recommendation on continuation of studies for one of the programmes, the obligation to achieve the standard for the other programmes will not apply.
PARAGRAAF 7 - STUDYING WITH A DISABILITY

Art 7.1 - STUDYING WITH A DISABILITY

1) A disability is a physical, sensory or other impairment that might limit the student’s academic progress.

2) An evaluation is made, in consultation with the student and on the basis of an interview with the Study Advisor, of what special facilities as referred to in Article 2 of the Equal Treatment Act on the basis of a Handicap/Chronic Illness (WGB h/cz) are to be considered most effective for this student.

3) Special facilities are intended to remove specific hindrances when participating in the programme’s educational activities and/or sitting exams. Where necessary, these may concern facilities pertaining to the accessibility of educational infrastructure (buildings, rooms and facilities) and study material, changes to examinations, alternative study paths or a custom-made study plan. Realizing the attainment targets must be guaranteed when implementing special facilities.

4) On the basis of the interview described in paragraph 2, the student submits a written application for the facilities in consultation with the study adviser. The application is submitted to the Dean of the Faculty, preferably three months before the student is to participate in classes, exams and tests for which the facilities are required.

5) The application is supported by documents that can reasonably be requested to assess the application (such as a certificate from a doctor or psychologist listed in the register under the Individual Professions Act (BIG), or, in case of dyslexia, from a BIG-registered health care psychologist or remedial educationalist.

6) The Dean of the Faculty makes a decision, within twenty working days of receipt of the application or earlier if the urgency of the application necessitates it, on the validity of the application as described in paragraph 4, and informs the student and the study adviser of his decision.

7) The study adviser ensures that the relevant parties involved are informed in due time of the facilities granted to the student with a disability.

8) Should the Dean of the Faculty turn down the application in full or in part, the Dean will inform the student of the justification for this rejection and the possibilities for lodging an objection or an appeal. Objections must be submitted in writing within six weeks of the decision being announced to the relevant party, at the Complaints Desk at Student Services.

9) Should extra facilities be granted, it will be stated for what term this grant will apply. The applicant and the study adviser will evaluate the facilities before the end of this term. During this evaluation, the parties will discuss the effectiveness of the facilities provided and whether they should be continued.

10) In the case of dyslexia, additional time for a test may be granted, with a maximum of 15 minutes for every hour on the clock.
PARAGRAAF 8 - AMENDMENTS, TRANSITIONAL ARRANGEMENTS, APPEALS AND OBJECTIONS

Art 8.1 - CONFLICTS WITH THE REGULATIONS
If other additional regulations and/or provisions pertaining to teaching and/or exams conflict with these Teaching and Examination Regulations, the present Teaching and Examination Regulations take precedence.

Art 8.2 - ADMINISTRATIVE ERRORS
If, following the publication of an interim examination result, a list of marks, or an overview of a student’s progress, an apparent error is discovered, the discoverer, whether the university or the student, is required to make this known to the other party immediately upon finding the error and to cooperate with rectification of the error.

Art 8.3 - AMENDMENTS TO THE REGULATIONS
1) Substantive amendments to these Teaching and Examination Regulations are determined by the Dean in a separate decision.
2) In principle, substantive amendments to these Regulations do not apply to the current academic year. Substantive amendments to these Regulations may apply to the current academic year if the interests of the students are not prejudiced within reasonable bounds, or in situations of force majeure.
3) Amendments to these Regulations have no effect on earlier decisions of the Examination Board.

Art 8.4 - TRANSITIONAL ARRANGEMENT
1) In the case of amendments to the Teaching and Examination Regulations, the Dean may decide on a transitional arrangement.
2) The transitional arrangement will be published on the website of the programme.
3) Points of departure for a transitional arrangement if a study programme is changed:
   a) Changes to a study programme are published before the start of the academic year in which they are to apply.
   b) No guarantee can be given that all the units of study of a programme, as they existed at the time of a student’s enrolment in a programme, will continue to be part of his study programme. The study programme as most recently approved by the Dean serves as the basis for establishing the results of the Bachelor’s examination.
4) The transitional arrangement will always include:
   a) which lapsed units of study are equivalent to units of study or parts thereof in the current study programme included in the programme appendix; that if a unit of study without practical exercises is removed from the programme, there will be at least two opportunities in the subsequent academic year to take a written or oral exam or to obtain an assessment by some other means;
b) that if a unit of study that involves practical exercises is removed from the programme, and during the subsequent academic year no opportunities are offered to carry out these practical exercises, at least one unit of study is designated as a suitable replacement for the lapsed unit of study;

c) the term of validity of the transitional arrangement.

5) The transitional arrangement requires the approval of the Examination Board pursuant to the provisions of paragraph 4.

6) In exceptional cases, and if this is to the student’s advantage, the Examination Board may allow a deviation from the number of times and the way in which interim exams may be taken for a unit of study that is no longer included.

Art 8.5 - REVIEW OF THE TEACHING AND EXAMINATION REGULATIONS

1) The Dean is responsible for the regular review of the Teaching and Examination Regulations and takes into account the resultant study load for the students to enable this to be monitored and adjusted if necessary.

2) In accordance with Article 9.18 of the WHW, the Programme Committee is responsible for issuing advice on the Teaching and Examination Regulations as well as the annual assessment of the manner in which the Teaching and Examination Regulations are implemented.

Art 8.6 - APPEAL AND OBJECTIONS

An appeal against a decision made by the Examination Board or an examiner, and objections to decisions made by the Dean on the basis of these Regulations, must be submitted in writing to the Complaints Desk at Student Services within six weeks after notification of the decision.

Art 8.7 - HARDSHIP CLAUSE

In the event of demonstrable, considerable unreasonableness and unfairness, the Examination Board can permit departures from the provisions of these Regulations.

Art 8.8 - PUBLICATION

The Teaching and Examination Regulations and the Rules and Regulations of the Examination Board are published via the website of the programme in question.

Art 8.9 - DATE OF COMMENCEMENT

These Regulations take effect on 1 September 2014 and supersede the Regulations of 1 September 2013.