

Teaching and Examination Regulations

Faculty of Behavioural and Movement Sciences Master's programme in Musculoskeletal Physiotherapy Sciences

Academic year 2024-2025

- A. Faculty section model
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Section A: Faculty section

1. General provisions

Article 1.1 Applicability of the Regulations

1.	These Regulations apply to anyone enrolled in the programme, irrespective of the academic year in which the student was first enrolled in the programme.
2.	These Regulations enter into force on 1 September 2024.
3.	An amendment to the Teaching and Examination Regulations is only permitted to concern an academic year already in progress if this does not demonstrably damage the interests of students.

Article 1.2 Definitions

The following definitions are used in these Regulations (*in alphabetical order*):

- a. academic year: the period beginning on 1 September and ending on 31 August of the following calendar year;
- b. EC (European Credit): a course credit with a workload of 28 hours of study;
- c. examination: an assessment of the student's knowledge, understanding and skills relating to a unit of education. The assessment is expressed in terms of a final mark. An examination may consist of one or more partial examinations. A resit always covers the same material as the original examination. An examination can be completed in writing, orally or in another way;
- d. final examination: A Master's programme consists of a Master's examination;
- e. internship: period spent working in professional practice as part of a study programme;
- f.1 joint degree: a degree awarded by an institution together with one or more institutions in the Netherlands or abroad, after the student has completed a study programme (a degree programme, a specialisation or a specific curriculum within a degree programme) for which the collaborating institutions are jointly responsible;
- f.2 double degree: partnership between two study programmes, either within the institution or with another educational institution inside or outside the Netherlands, whereby students complete all or part of both study programmes and obtain two diplomas on the basis of agreements regarding the mutual recognition of the programme (replacement courses);
- g. period: a part of a semester;
- h. practical exercise: participation in a practical training activity or other educational learning activity, aimed at acquiring certain (academic) skills. Examples of practical exercises are:
- researching and writing a thesis or dissertation
 - carrying out a research assignment
 - taking part in fieldwork or an excursion
 - taking part in another educational learning activity aimed at acquiring specific skills, or

- participating in and completing a work placement;
- i. programme: the totality and cohesion of the units of education, teaching activities/methods, contact hours, testing and examination methods and recommended literature;
- j. SAP/SLM: the student information system (*Student Lifecycle Management*);
- k. semester: the first (September - January) or second half (February - August) of an academic year;
- l. specialisation: optional route of study within a degree programme indicating a deepening of the context of the programme (e.g. interdisciplinary or multidisciplinary);
- m. student statute: sets out the rights and responsibilities of students on the one hand, and of Vrije Universiteit Amsterdam on the other hand, including those derived from the law and those derived from university regulations. The Executive Board (CvB) officially confirms the student statute once its completeness has been approved by the University Student Council (USC);
- n. student: person studying;
- o. study guide: the guide for the study programme that provides further details of the courses, provisions and other information specific to that programme. The study guide is available online at <https://www.vu.nl/studiegids>;
- p. study monitor: dashboard for students and academic advisers containing data pertaining to the student, including the student's study progress;
- q. subject: see u. 'unit of education';
- r. thesis: a unit comprising research into the literature and/or a contribution to scientific research, always resulting in a written report;
- s. track: a study pathway within a broader Bachelor's or Master's degree; programme, such as a fully English-language study pathway within a Dutch-language Bachelor's or Master's programme;
- t. unit of education: a unit of study of the programme within the meaning of the WHW;
- u. university: Vrije Universiteit Amsterdam;
- v. WHW: the Dutch Higher Education and Research Act (Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek (WHW)).
- w. workload: the workload of the unit of education to which an examination applies, expressed in terms of credits = EC credits (ECTS = European Credit and Transfer Accumulation System). The workload for 1 year (1,680 hours) is 60 EC credits.

The other terms have the meanings ascribed to them by the WHW.

2. Study programme structure

Article 2.1 Structure of academic year and units of education

1. The study programme will be offered in a year divided into two semesters.
2. Every semester consists of three consecutive periods. The first two periods each consist of eight weeks, and the final period consists of four weeks.
3. A unit of education comprises 6 EC or a multiple thereof.
4. By way of exception to paragraph 3, the Executive Board may in special cases and on request of the Faculty Board, stipulate that a unit of education comprises 3 EC or a multiple thereof.

3. Assessment and examination

Article 3.1 Signing up for education and examinations

1. Every student must sign up to participate in the units of education of the programme, the examinations and resits. The procedure for signing up is described in an annex to the student statute.
2. Signing up may only take place in the designated periods.

Article 3.2 Type of examination

1. At the examiner's request, the Examination Board may permit a different form of examination than is stipulated in the study guide.

Article 3.3 Oral examinations

1. more than one student will be examined orally at a time, unless specified otherwise in part B for the relevant unit of education.
2. A second examiner is present when an oral examination is being held, unless the Examination Board has determined otherwise. The oral examination takes place at a time and location to be determined by the examiner within the regular timetable, on campus or online. At the request of the student, and with the approval of the examiners, an audio recording can be made. Should the second examiner not be available unexpectedly, an audio recording of the oral exam can be made. This audio recording is retained by the university for the retention period applicable for examinations.
3. A candidate is permitted to bring a person to the oral examination, provided that the candidate has informed the relevant examiner at least one week before the examination. This person must not be a student of the same program or course, and this person is an observer only.

Article 3.4 Determining and announcing results

1. The examiner determines the result of a written examination within ten working days. However, the marking deadline for theses and final assignments is no longer than twenty working days after submission. The examiner will then immediately ensure that the marks are registered and also ensures that the student is immediately notified of the mark, taking due account of the applicable confidentiality standards.
2. The examiner determines the result (i.e. mark) of an oral examination as soon as possible, but at the latest within five working days after the examination has finished and informs the student accordingly. The third clause of the first paragraph applies.
3. In the case of assessments other than oral or written examinations, the Examination Board determines in advance how and by what deadline the student will be informed of the results.

Article 3.5 Examination opportunities

1. a. Per academic year, two opportunities to take examinations will be offered for each unit of education. b. By way of exception to a., the options for retaking practical exercises, work placements and these are detailed in the relevant work placement manual, course manual or teaching regulations.
2. The most recent mark will apply in the event of a resit. A resit is allowed for both passed and failed units of education.
3. The resit for an examination may not take place within ten working days of the announcement of the results for the original examination. Exceptions are only possible in period 6.
4. The Examination Board may allow a student an extra opportunity to sit an examination if that student: a) lacks only those credits to qualify for their degree; and b) has failed the examination during all the previously offered attempts unless participation in an examination was not possible for compelling reasons. The extra opportunity can only be offered if it concerns a written examination, a paper or a take home examination. This provision excludes the practical exercises and the Bachelor's thesis. Requests for an additional examination opportunity must be submitted to the Examination Board no later than [1 July]. If necessary, the method of examination may deviate from the provisions in the study guide.
5. For a unit of study that is no longer taught, an additional opportunity to take the examination(s) will be given once in the following academic year and a transitional arrangement will be included in Part B.

Article 3.6 Marks

1. Grades are given on a scale from 1 to 10 with no more than one figure after the decimal point.
2. A final mark between 5 and 6 will be rounded to the nearest whole number: final marks below 5.50, rounded down; final marks of 5.50 or higher, rounded up. All other final marks will be expressed in whole or half marks.
3. To pass a given course or unit, a final mark of 6 or higher is required.
4. The Examination Board can allow the use of symbols rather than numbers.

Article 3.7 Exemption

1. At the written request of the student, the Examination Board may exempt the student from taking one or more examination components, if they: a. have either passed a unit of education at a university or university of applied sciences (HBO) or a research university (WO) that is equivalent in terms of content and level; b. or have demonstrated through their work and/or professional experience that they have sufficient knowledge and skills with regard to the relevant unit of education.
2. The Master's thesis and internship is excluded from this exemption possibility.

Article 3.8 Validity period for results

1. The validity period of examinations passed and exemption from examinations is unlimited, unless otherwise specified in Section B.

Article 3.9 Right of inspection and post-examination discussion

1. Within twenty working days after the announcement of the results of a written examination, but at least ten working days before the resit opportunity for that examination, the student can submit a

request to review their graded examination.
2. Students can view the questions and assignments set in the written examination, and the standards applied when assessing the examination, within the period specified in 3.9.1.
3. The examiner determines whether the inspection takes place collectively or individually. In all cases, the time and place of the inspection is announced in the course manual or learning environment.

4. Academic student counselling and study progress

Article 4.1 Administration of study progress and academic student counselling

1. The faculty board is responsible for the correct registration of the students' study results. After the assessment of a unit of education has been registered, every student has the right to inspect the result for that component and also has a list of the results achieved at their disposal in VU.nl Dashboard.
2. Enrolled students are eligible for academic student counselling. Academic student counselling is in any case provided by <ol style="list-style-type: none"> a. The Student Counsellor b. Student psychologists c. Faculty academic advisers

Article 4.2 Facilities for students with a disability

1. Students with a disability can submit a request via VU.nl Dashboard to qualify for one or more special facilities with regard to teaching, practical exercises and examinations. These facilities will accommodate the student's individual disability as much as possible, but may not alter the quality or degree of difficulty of a unit of education or an examination. In all cases, the student must fulfil the exit qualifications for the study programme.
2. The request referred to in the first paragraph must be accompanied by a statement from a doctor or psychologist. If possible, an estimate should be given of the potential impact on the student's study progress. In case of a chronic disability a single (one time) request suffices.
3. Students who have been diagnosed with dyslexia must provide a statement from a BIG-, NIP- or NVO-registered professional who is qualified to conduct a psychological evaluation.
4. The faculty board, or the person acting on behalf of the faculty board, decides on teaching facilities and facilities regarding logistics. The Examination Board will decide on requests for facilities with regard to examinations.
5. In the event of a positive decision in response to a request as referred to in paragraph 1, the student can make an appointment with the academic adviser to discuss the details of the provisions.
6. A request for one or more facilities can be refused if it would place a disproportionate burden on the organisation or the resources of the faculty or university were it upheld. Any such refusal will be substantiated.
7. If the disability justifies an extension of the examination time, the responsible person on behalf of the Examination Board will register in SAP this entitlement to an extension. If a disability justifies other measures to be taken, the academic adviser can take the necessary measures. The student can consult the study monitor to check which facilities have been granted to them.
8. The decision as referred to in paragraph 5 may specify a limited validity of the facilities granted.

5. Hardship clause

Article 5.1 Hardship clause

In instances not regulated by the Teaching and Examination Regulations or in the event of demonstrable extreme unreasonableness or unfairness, the faculty board responsible for the study programme will decide, unless the matter concerned is the responsibility of the Examination Board.

Section B1: Programme-specific section

6. General programme information and characteristics

Article 6.1 Study programme information

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| 1. The programme Musculoskeletal Physiotherapy Sciences, CROHO number 69317 is offered on a full-time basis. |
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Article 6.2 Teaching formats used and modes of assessment

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| 1. The programme uses the teaching formats as specified in the study guide. |
| 2. The modes of assessment used per unit of education are specified in the study guide. |

7. Further admission requirements

Article 7.1 Intake date(s)

The Master's programme starts on 1 September.

Article 7.2 Admission requirements

1	<p>a. Admission to the Master's programme is possible for an individual with a Bachelor degree in the field of physiotherapy, occupational or exercise therapy (Cesar / Mensendieck) or medicine, and comparable studies with clinical experience. A Bachelor degree in Human Movement Sciences does not give access to this Master's programme</p> <p>b. In addition, sufficient knowledge on basic mathematics and basic academic skills is necessary to successfully complete the Master's programme. The student can test these skills by completing a GMAT Focus Edition. A minimum score of 355 is required to be eligible for admission.</p>
2.	Applicants with a bachelor's degree obtained at an institution outside the Netherlands may be asked for additional methods to prove that they meet the admission requirements
3	<p>Applicants should demonstrate that they have a sufficient level of proficiency in English by meeting at least one of the following standards, no more than two years before the start of the programme:</p> <ul style="list-style-type: none"> - (academic) IELTS: 6.5 - TOEFL paper-based test: 580 - TOEFL internet-based test 92
	<p>Applicants who:</p> <ul style="list-style-type: none"> - completed an English-taught secondary or higher education degree in Canada, the United States, the United Kingdom, Ireland, New Zealand or Australia or - have earned a Bachelor's or Master's degree in an English-taught programme accredited by NVAO in the Netherlands; or - have earned a Bachelor's or Master's degree in an accredited English-taught programme; or - have obtained a Cambridge Certificate of Proficiency in English (CPE) or a Cambridge Certificate of Advanced English (CAE) with at least a score of C1 - have earned a VWO diploma or equivalent diploma in which English of a comparable level is required <p>are exempted from the requirements referred to in paragraph 3.</p>

Article 7.4 Pre-Master's programme

Not applicable

8. Examinations and results

Article 8.1 Sequence of examinations

Students can only start the Master Research Project after having successfully completed courses for at least 12 EC in the programme.

Article 8.2 Validity period for results

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| 1. | If a student's knowledge, understanding or skills as evaluated in the exam are demonstrably outdated, the Examination Board may impose a supplementary or replacement examination for a unit of education for which an examination was passed more than 6 years ago. |
| 2. | The validity period for partial results and exemptions for partial exams is limited. Partial results and exemption for partial exams are only valid in the academic year in which they were obtained unless otherwise stated in the relevant course manual. The validity period for partial results for papers and practicals is not limited, unless otherwise stated in the relevant course manual. |

Article 8.3 Determining and announcing results

By way of deviation from article 3.4.1 the marking deadline for papers and interim examinations with at least 50% open questions is no longer than fifteen working days.

Article 8.4 Examination Opportunities

Notwithstanding paragraph 3.5.2 a sufficiently assessed paper, cannot be re-taken unless it is possible to generate a new work, independent of the previous work and which does not require to gather new course materials (such as dataset, project). The course manual will indicate whether this possibility is offered.

Section B2: Programme-specific section – content of programme

9. Programme objectives, tracks/specialisations, exit qualifications and language

Article 9.1 Workload

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| 1. The programme has a workload of 60 EC. |
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Article 9.2 Tracks and/or specialisations

Not applicable

Article 9.3 Programme objective

The programme aims to educate students to become scientist practitioners in the field of musculoskeletal physiotherapy. To achieve that, the programme builds on clinical knowledge and skills that the students obtained during previous education and focusses on the translation of acquired academic knowledge to clinical practice.

Article 9.4 Exit qualifications

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| 1. For the final qualifications of the programme, see appendix 1. |
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Article 9.5 Language of instruction

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| 1. The language of instruction is English. |
| 2. The 'Gedragscode vreemde taal' (Code of conduct for foreign languages) applies. |

10. Curriculum structure

Article 10.1 Composition of the programme

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|-------------------------------------------------------------------------------------------------------------------------|
| 1. The programme comprises at least a package of compulsory components and an individual Master Research Project. |
| 2. Additionally the programme can offer:
- Electives |
| 3. Units of education are categorised as specialised (400), research-oriented (500) and highly specialised (600) level. |

Article 10.2 Compulsory units of education

A detailed description per unit of education can be found in the study guide.

Educational component	course code	EC	level
Movement Analysis	B_MOVANA	6	400
Pain, Body & Mind	B_PBM	6	400
Research Methodology MPS	B_REMMP	6	500
Challenges in Musculoskeletal Health	B_MUSHEA	6	500
Translational Research	B_TRANSRES	3	500
Master Research Project MPS*	B_MRP	24	600
Seminar MPS**	B_SEMMPS		

* Students need to have completed at least 12 EC within the programme before they can start with the Master Research Project

**Students have to attend at least 12 research meetings; this can be either seminars in which students present their Master Research Project, Capita Selecta in which experts in the field of physiotherapy research present their work, PhD defence ceremonies or Conferences. In case the student did not pass the required attendance of the seminars, the student will need to fulfil this requirement before receiving the final MRP grade or has to do an additional assignment (writing a literature study report). The first assessor will grade the assignment. If the assignment is not graded sufficiently, the student will fail the course of the Master Research Project. If the student fails the course, the student has to redo the entire Master Research Project with a different subject and preferably with a different first supervisor.

Article 10.3 Elective units of education

Students can choose optional courses up to 6 EC from these courses	Course code	EC	Level
Clinical Exercise Physiology	B_CLINEXERC	3	500
Electromyography	B_ELECTROMYO	6	400
Imaging	B_IMAGING	3	500
Short Literature Review	B_SLR	6	600
Docentenopleiding HBO	B_DOCENTHBO	9 (30)	400
Entrepreneurship in HMS	B_ENTREPREN	6	500
Sport and Performance Dietetics	B_SPPDIET	3	400
Critical analysis of scientific literature in sensorimotor control and neuromchanics	B_CRANSL	6	500

Other electives are possible after consultation with the examination board:

Electives outside the programme:

The student can also choose master units of study from other programmes as electives as long as they widen or deepen the student's programme / at least have the scope, breadth and depth of a regular Master's programme.

Approval by the Examination Board will be required for the proposed study components. This approval can only be obtained through the submission of an Approval Form, available on VUweb, at least 2 months before the student wishes to enter the final examination. In the case of a request being filed at a later date, the Examination Board can decide that the final examination should be taken at a later date.

11. Evaluation and transitional provisions

Article 11.1 Evaluation of the programme

1. The education provided in this programme is evaluated in accordance with the (attached) evaluation plan. The faculty evaluation plan offers the framework.

Article 11.2 Transitional provisions

By way of departure from the Teaching and Examination Regulations currently in force, the following transitional provisions apply for students who started the programme under a previous set of Teaching and Examination Regulations:

Courses that are no longer being taught will have two opportunities to be completed in the following year.

Advice and/or approval by the Programme Committee, on 11 March 2024

Approved by the Faculty Joint Assembly, on 9 April 2024

Adopted by the board of the Faculty of Behavioural and Movement Sciences on 24 April 2024

Appendix I Final Qualifications

Dublin descriptors	Exit qualification
<p>Knowledge and understanding: Provides a basis or opportunity for originality in developing or applying ideas often in a research context</p>	<p>1. The student has advanced knowledge of concepts and methods in musculoskeletal physiotherapy research, with regard to causes, prevention, diagnosis, treatment, and prognosis of musculoskeletal disorders.</p>
<p>Applying knowledge and understanding: through problem solving abilities [applied] in new or unfamiliar environments within broader (or multidisciplinary) contexts</p>	<p>2. The student conducts clinical experimental research involving all steps of the empirical cycle and translates insights into practical applications in the field of musculoskeletal physiotherapy science and practice, while abiding by the principles of scientific integrity.</p>
<p>Making Judgments: demonstrates the ability to integrate knowledge and handle complexity, formulate judgements with incomplete data</p>	<p>3. The student critically evaluates the concepts, methods, results and scientific, societal and ethical impact of multidisciplinary research in the fields of physiotherapy science and practice.</p>
<p>Communication: of their conclusions and the underpinning knowledge and rationale (restricted scope) to specialist and non-specialist audiences (monologue)</p>	<p>4. The student orally presents and discusses a scientific study to and with professionals in the field of musculoskeletal physiotherapy with different levels of expertise (scientists, peers and laymen) in an appropriate and appealing manner. 5. The student writes scientifically sound research reports meeting the criteria of a scientific or professional paper. 6. The student communicates and collaborates effectively and professionally with peers, as well as with professionals from other disciplines, domains and cultures.</p>
<p>Learning skills: study in a manner that may be largely self-directed or autonomous</p>	<p>7. The student critically reflects on the scientific, societal and ethical relevance of one's own work in physiotherapy science and practice and acts as a responsible academic in society. 8. The student reflects on one's interests, qualities and learning trajectories, to profile oneself as an academically schooled professional in the field of physiotherapy science and practice, and develops a perspective towards lifelong learning.</p>

Appendix II Evaluation plan FGB

Evaluation plan FGB

Aim

The evaluation of courses and/or groups of courses (minors, learning continuity pathway) is part of the PDCA cycle at the level of the course as formulated in the 'VU toetskader'. Curriculum evaluations are carried out at programme level.

The evaluation of education aims to gain insight into the quality of the education provided and/or the coherence between courses. This insight is used at various levels within FGB to maintain the quality of education and, where necessary, to improve it and to communicate about this to students.

Course evaluations

The courses of the FGB programmes are evaluated annually via the digital evaluation form in Evalytics. Below is described which actors are involved in the evaluation of courses and which tasks these actors have in the process of evaluation.

Student

- Fills in the digital course evaluation form after the course has ended

Course coordinator

- Encourages students to complete the evaluation form
- Makes the evaluation form suitable for his/her course, and includes questions on the exam(s) used in the course
- Responds to students regarding the results of the evaluation and indicates whether and, if so, which changes will be made to the course

Faculty evaluation coordinator

- Monitors whether all courses appear in Evalytics
- Is available for questions of lecturers regarding the adjustment of evaluation forms
- Saves the evaluation reports
- Processes the evaluation results in an overview sheet
- After each teaching period, makes the overview sheets and the evaluation reports available for programme directors, programme committees and the examination committee

Programme director

- Inspects the overview sheet and, where necessary, the evaluation reports
- Discusses, where necessary, the course evaluation with the course coordinator, the programme committee and/or examination committee and may take action based on these discussions
- Discusses the course evaluations in general and any taken actions during the annual interview with the portfolio holder for education and the director of education
- Inserts the results of the course evaluations in midterm reviews and critical self-reflections
- Provides, on request, supervisors with input on education for the annual interview with the lecturer

Programme committee

- Discusses the evaluation reports after each teaching period
- Invites, if desired, course coordinators to the meeting of the programme committee to discuss the results
- Provides the programme director with solicited and unsolicited advice on the quality of the courses

- Discusses the course evaluations and any actions taken in the annual report
- Indicates in the annual plan whether there will be special attention for a course or group of courses

Examination committee

- Inspects the overview sheets and, if desired, the evaluation reports
- If necessary, takes action based upon the results of a course evaluation and discusses the action taken with the programme director and course coordinator
- Discusses the course evaluations and any actions taken in the annual report
- Indicates in the annual plan whether there will be special attention for a course of group of courses

Supervisor of lecturers

- Supervisors may ask the programme director of the programme in which the lecturer participates to provide input for the annual interview, in which the interpretation of the programme director forms an important part of the information the supervisor receives

Portfolio holder for education /Director of education

- Discusses course evaluations in a general sense with programme directors during the annual interview
- Discusses the quality of education in the annual education report

Evaluations of groups of courses

Evaluation of groups of courses like minors, learning continuity pathways or methodology pathways, are carried out at the initiative of the programme director, programme committee or examination committee. There are no formats for these kinds of evaluations; a questionnaire must be created by the parties involved and distributed among students. Results of the evaluations are discussed in consultation between the programme director and the programme committee and/or the examination committee and noted in annual reports. Where possible, planned evaluations of groups of courses are included in the annual plan of, for example the programme committee or examination committee.

Evaluation of (parts of) the curriculum

The evaluation of (parts of) the curriculum takes place automatically. The results are sent by the evaluation coordinator to the programme directors and programme committees and are discussed in consultation between the programme committee and programme director.