

Teaching and Examination Regulations

Master's programme in Curating Art and Cultures Faculty of Humanities

Academic year 2022-2023

A. Faculty section

B1. Programme-specific section – general provisions

B2. Programme-specific section – content of programme

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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.	Advice OLC, approval FGV (9.38 sub b)
2. These Regulations enter into force on 1 September 2022.	Advice OLC, approval FGV (9.38 sub b)
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.	Advice OLC, approval FGV (9.38 sub b)

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. CvB: the Executive Board of Vrije Universiteit Amsterdam;
- c. EC (European Credit): a course credit with a workload of 28 hours of study;
- d. examination: the final examination of the Master's programme;
- e. FGV: Faculty joint assembly – assembly of the faculty student council and faculty staff council;
- h. interim 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 interim examination may consist of one or more partial examinations. A resit always covers the same material as the original interim examination;
- g. 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 specialization or a specific curriculum within a degree programme) for which the collaborating institutions are jointly responsible;
- h. OLC: programme committee;
- i. period: a part of a semester;
- j. practical exercise: the 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;
- k. pre-Master's enrollee: person enrolled in a pre-Master's programme, who is not a student from a legal perspective;

- l. programme: the totality and cohesion of the unit of education, teaching activities/methods, contact hours, testing and examination methods and recommended literature;
- m. SAP/SLM: the student information system (*Student Lifecycle Management*);
- n. semester: the first (September - January) or second half (February - August) of an academic year;
- o. specialization: optional route of study within a degree programme indicating a deepening of the disciplinary, interdisciplinary or multidisciplinary context of the programme;
- p. 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).
- q. 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://studiegids.vu.nl/en>;
- r. study monitor (*studiemonitor*): dashboard for students and academic advisers with data of the student and that provides insight into the student's study progress;
- s. subject: see 'unit of education';
- t. 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 degree;
- u. thesis: a unit comprising research into the literature and/or contributing to scientific research, always resulting in a written report;
- v. unit of education: a unit of study of the programme within the meaning of the WHW;
- w. university: Vrije Universiteit Amsterdam;
- x. WHW: the Dutch Higher Education and Research Act (*Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek*);
- y. workload: the workload of the unit of study to which an interim 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.	Ordinance CvB, see appendix 6
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.	Ordinance CvB, see appendix 6
3. A unit of education comprises 6 EC or a multiple thereof.	Ordinance CvB, see appendix 6
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 study comprises 3 EC or a multiple thereof.	Ordinance CvB, see appendix 6

3. Assessment and examination

Article 3.1 Signing up for education and interim examinations

1. Every student must sign up to participate in the units of education of the programme, the interim examinations and resits. The procedure for signing up is described in an annex to the student statute.	Ordinance CvB, see appendix 6
2. Signing up may only take place in the designated periods.	Ordinance CvB, see appendix 6

Article 3.2 Type of examination

At the examiner's request, the Examination Board may permit a different form of interim examination than is stipulated in the study guide.	Advice OLC, Approval FGV (7.13 l)
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Article 3.3 Oral interim examinations

An oral assessment is public unless the Examination Board determines otherwise.	Advice OLC; approval FGV (7.13 l and n)
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Article 3.4 Determining and announcing results

1. The examiner determines the result of a written interim examination within ten working days. By way of departure from that stipulated in the first clause, the marking deadline for theses and final assignments (NB: this does not include tests, such as written assignments or papers, at the end of regular units of education) is no longer than twenty working days. 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.	Ordinance CvB, see appendix 6
2. The examiner determines the result (i.e. mark) of an oral examination as soon as possible, but at the latest within two working days after the examination has finished and informs the student accordingly. The third clause of the first paragraph applies.	Advice OLC; approval FGV (7.13 o)
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.	Advice OLC; approval FGV (7.13 o)

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 theses are detailed in the relevant work placement manual, teaching regulations or graduation regulations.	Ordinance CvB, see appendix 6
2. The most recent mark will apply in the event of a resit. A resit is allowed for both passed and failed units of study.	Ordinance CvB, see appendix 6
3. In case of a resit of a written assignment (such as a paper or essay) the following options exist: a. The resit involves improving the assessed written assignment. In that case the examiner may set a maximum mark to be obtained. b. The resit involves making (a) new assignment(s); Before the start of the unit of education, the examiner will indicate in the course manual which option or which options (under which conditions) apply or applies to the course.	Advice OLC; approval FGV (7.13 j)

4. The resit for a (partial) interim examination must not take place within ten working days of the announcement of the result of the (partial) examination being resat.	Advice OLC; approval FGV (7.13 j)
5. In case of partial interim exams and/or written partial assignments, the examiner will indicate before the start of the unit of education in the course manual how partial exams and/or partial assignments will be resat. The examiner may set a substitute assignment, taking into account the original learning objective to be tested.	Advice OLC; approval FGV (7.13 j)
6. The Examination Board may allow a student an extra opportunity to sit an interim examination if that student: <ul style="list-style-type: none"> a. lacks only those credits to qualify for their degree; and b. has failed the interim examination during all the previously offered attempts unless participation in an interim 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 Master'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.	Ordinance CvB, see appendix 6
7. If a unit of education is no longer offered in the academic year following its termination, at least one opportunity will be provided to sit the interim examination(s) or parts thereof and a transitional arrangement will be included in section B for the subsequent time.	Advice OLC, approval FGV (7.13 j)

Article 3.6 Marks

1. Marks are given on a scale from 1 to 10 with no more than one figure after the decimal point.	Ordinance CvB, see appendix 6
2. A final mark between 5 and 6 will be rounded to the nearest whole number: final marks below 5.5, rounded down; final marks of 5.5 or higher, rounded up. All other final marks will be expressed in whole or half marks.	Ordinance CvB, see appendix 6
3. To pass a given course or unit, a final mark of 6 or higher is required.	Ordinance CvB, see appendix 6
4. The Examination Board can allow the use of symbols rather than numbers, for example V(voldaan = pass), G(goed=good), NVD(niet voldaan=fail), etc.	Ordinance CvB, see appendix 6

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: <ul style="list-style-type: none"> a. have either passed a unit of education at a university of applied sciences (HBO) or 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. 	Advice OLC; approval FGV (7.13 r)
2. The Master's thesis is excluded from this exemption possibility.	Advice OLC; approval FGV (9.38 sub b)

Article 3.8 Validity period for results

1. The validity period of interim examinations passed and exemption from interim examinations is unlimited, unless otherwise specified in Section B.	Legal provision
2. The validity period of a partial examination is limited to the academic year in which it was sat or until the end of the unit of study concerned, as stipulated for the relevant unit of study in Section B.	Advice OLC; approval FGV (9.38 sub 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 interim examination, but at least ten working days before the resit opportunity for that interim examination, the student can submit a request to inspect their assessed work, the questions and assignments set in it, as well as the standards applied for marking. The place and time at which the inspection takes place will be announced on the VU.nl Dashboard or Canvas in all cases.	Advice OLC; approval FGV (7.13 p and q)
2. If a collective post-examination discussion has been organized, individual post-examination discussions will be held only if the student has attended the collective discussion or if the student was unable to attend the collective discussion through no fault of their own.	Advice OLC; approval FGV (7.13 q)
3. Students who meet the requirements stipulated in paragraph 2 can submit a request for an individual post-examination discussion to the relevant examiner. The discussion shall take place at a time and location to be determined by the examiner within the regular timetable, on campus or online.	Advice OLC; approval FGV (7.13 p and q)

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 the VU.nl Dashboard.	Advice OLC; approval FGV (7.13 u)
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 General Counselling Service b. Student psychologists c. Faculty academic advisers 	Advice OLC; approval FGV (7.13 u)

Article 4.2 Facilities for students with a disability

1. A student with a disability can submit a request via the VU.nl Dashboard to qualify for one or more special facilities with regard to teaching, practical exercises and interim 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 study or an examination. In all cases, the student must fulfil the exit qualifications for the study programme.	Advice OLC; approval FGV (7.13 m)
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.	Advice OLC; approval FGV (7.13 m)
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.	Advice OLC; approval FGV (7.13 m)
4. The faculty board, or the responsible person 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.	Advice OLC; approval FGV (7.13 m)
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.	Advice OLC; approval FGV (7.13 m)

6. A request for one or more facilities can be refused if it would place a disproportionate burden on the organization or the resources of the faculty or university were it upheld. Any such refusal will be substantiated.	Advice OLC; approval FGV (7.13 m)
7. If the disability justifies an extension of the interim 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.	Advice OLC; approval FGV (7.13 m)
8. The decision as referred to in paragraph 5 may specify a limited validity of the facilities granted.	Advice OLC; approval FGV (7.13 m)

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.	Advice OLC; approval FGV (9.38 sub b)
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Section B1: Programme specific – general provisions

6. General programme information and characteristics

Article 6.1 Study programme information

1. The programme Curating Art and Cultures (CROHO number 60836) is offered on a full-time, combined work-study basis.	Advice OLC; approval FGV (7.13 i)
2. The programme is offered in partnership with the Universiteit van Amsterdam in a joint programme.	Advice OLC; approval FGV (9.38 sub b)

Article 6.2 Teaching formats used and modes of assessment

1. The degree programme uses the following teaching formats: <ul style="list-style-type: none"> - Lecture - Seminar - Excursion - Tutorial - Internship / work placement - Fieldwork. 	Advice OLC; approval FGV (7.13 x)
2. The degree programme uses the following assessment methods, as described in the Study Guide. The types of assessment that the students actually encounter may depend on the courses they choose. <ul style="list-style-type: none"> - Written examination - Oral exam - (Written) assignment/paper - Discussion / participation - Presentation - Internship / work placement report - Thesis. 	Advice OLC; approval FGV (7.13 l)

Article 6.3 Academic student counselling

The programme offers the following counselling in addition to the student counselling mentioned in Section A: Mentorship.	Advice OLC; approval FGV (7.13 u)
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7. Further admission requirements

Article 7.1 Intake date(s)

The programme starts on 1 September.	Advice OLC; approval FGV (9.38 sub b)
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Article 7.2 Admission requirements

<p>1. Admission to the Master's programme is possible for an applicant who has obtained a Bachelor's degree obtained at an institution of academic higher education, which demonstrates the following knowledge, understanding and skills:</p> <ol style="list-style-type: none"> a. knowledge in one or more of the following fields: art history, history or cultural studies, or an equivalent in humanities with a minimum of one full semester (30 EC) in one of these disciplines, or design or fashion studies (e.g. a minor); b. understanding of the basic methods, theories and developments needed to study at least one of the above mentioned fields; c. academic research, writing and presentation skills on the level of at least three years of BA education (university level). <p>Furthermore, admission to the Master's programme is only possible for an applicant who has followed courses in museum or curatorial studies (6 EC), and/or has done a relevant internship (minimum of 3 EC).</p>	<p>Advice OLC, approval by FGV (9.38 sub b)</p>
<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.</p>	<p>Advice OLC; approval FGV (9.38 sub b)</p>
<p>3. Applicants should demonstrate that they have sufficient level of proficiency in English by meeting at least one of the following standards, no more than two (2) years before the start of the programme at the VU:</p> <ul style="list-style-type: none"> - (academic) IELTS: 7.0, with a minimum of 6.5 on each item; - TOEFL paper based test: 600, with a minimum of 55 on each component and 4.0 in TWE; - TOEFL internet based test: 100, with a minimum of 20-23 on each component. 	<p>Advice OLC; approval FGV (9.38 sub b)</p>
<p>4. 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 in another member state of the European Union, or - have a Dutch VWO diploma, or - have obtained a Cambridge Certificate of Proficiency in English (CPE) or a Cambridge Certificate of Advanced English (CAE) with a score of A, B or C <p>are exempted from the requirements referred to in paragraph 3.</p>	<p>Advice OLC; approval FGV (9.38 sub b)</p>

Article 7.3 Selection criteria

<p>1. In addition to the admission requirements referred to in Article 7.2, the Faculty Board also sets the following selection criteria:</p> <ol style="list-style-type: none"> a. A high level of relevant knowledge and skills demonstrated by: <ul style="list-style-type: none"> <i>an average mark of at least</i> <ul style="list-style-type: none"> - 7.0 (Dutch educational system) - B/3.3 (American system) - 2.1 (an upper second class degree in the British system) - C (ECTS-system) <p><i>for the Bachelor's degree program</i></p> 	<p>Partly legal provision & ordinance CvB. Admission requirements excepted from participation in WHW</p>
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b. Motivation for the programme, demonstrated by: <i>a letter stating the motivation for the programme.</i>	
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Article 7.3a Capacity restriction

1. The capacity of the programme is confirmed at a maximum of 18 students per academic year at the VU and UvA combined.	WHW 7.30b, paragraph 4. Ordinance CvB.
2. Placement will occur according to the following regulations: <ol style="list-style-type: none"> a. Admission based on Articles 7.2 and 7.3 b. Applicants must undergo a two-round selection procedure before being admitted. The first round entails an assessment of the requirements and criteria formulated in 7.2 and 7.3. If applicants reach the second round they will be asked to write an opinion piece regarding one of the participating museums and/or cultural institutions, or – if they are from abroad – about a comparable institution in the country or city in which they currently reside, and will be invited to an interview with representatives of the participating institutions (VU, UvA, museums and/or cultural institutions). 	Advice OLC, approval FGV (9.38 ub b)

Article 7.4 Pre-Master's programme

Not applicable.

8. Interim examinations and results

Article 8.1 Sequence of interim examinations

Collecting, Curating and Display I and Collecting, Curating and Display II form a whole and cannot be followed separately.	Advice OLC; approval FGV (7.13 h, s & t)
Admission to the MA Thesis Curating Art and Cultures (L_KAMAMUSSCR) occurs once all courses (both compulsory and elective) of the first year have been completed successfully.	

Article 8.2 Validity period for results

If the student's skills, understanding or knowledge evaluated in the exam are demonstrably outdated, the Examination Board may impose a supplementary or replacement examination for a course for which an examination was passed more than 6 years ago.	Advice OLC; approval FGV (7.13 k)
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Section B2: Programme specific – content of programme

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

Article 9.1 Workload

The programme has a workload of 120 EC.	Advice OLC (7.13 a)
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Article 9.2 Tracks and/or specializations

Not applicable.

Article 9.3 Programme objective

See appendix 3.	Advice OLC; (7.13 a)
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Article 9.4 Exit qualifications

1. See appendix 3.	Approval OLC (7.13 c)
2. Language proficiency may be taken into account in the assessment of interim examinations.	Approval OLC (7.13 c)

Article 9.5 Language of instruction

1. The languages of instruction are English and Dutch.	Approval OLC (9.18)
2. The 'Gedragcode vreemde taal' (code of conduct for foreign languages) applies.	Ordinance CvB, see appendix 6

10. Curriculum structure**Article 10.1 Composition of the programme**

1. The programme comprises at least a package of compulsory components and an individual Master's thesis.	Ordinance CvB, see appendix 6
2. Additionally the programme can offer: <ul style="list-style-type: none"> - Practical exercises - Electives. 	Advice OLC; (7.13 a)
3. Units of education are categorized as specialized (400), research oriented (500) and highly specialized (600) level.	Ordinance CvB, see appendix 6

Article 10.2 Compulsory units of education

See appendix 1. A detailed description per unit of education can be found in the Study Guide.	Advice OLC; (7.13 a)
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Article 10.3 Elective units of education

1. The student can take one or more of the following electives without prior consent from the Examination Board:				Advice OLC; (7.13 a)
Name of unit of education	course code	nr of EC	level	
Art and Culture				
Methods and Theories of Art History	L_KAMAKGS403	6	400	
Design, Culture and Society	L_AAMAACW004	6	400	
Transmedia Storytelling	L_ZAMAACW018	6	400	
Methods of Design Analysis: The Meanings of Design	L_ZAMAACW013	9	400	
Werkcollege master beeldende kunst	L_KAMAKGS014	9	400	
Seminar Contemporary Art	L_KAMAKGS027	9	400	
CAMS: Key Concepts	L_ZAMAKCW006	9	400	
Trending Topics Arts and Culture	L_KAMAKGS025	3	400	
Media Art History	L_KAMAKGS028	6	400	
Media Aesthetics (after the Media)	L_ZAMAACW019	6	400	
KMC I: Geschiedenis van de Kunstmarkt	L_KAMAKGS020	6	400	
Art Criticism	L_KNMAKGS010	6	400	

Ambivalence of Seeing (Otherwise)	L_KNMAALG001	6	400	
History				
From Source to Public: The Historian's Flowchart	L_GAMAGES022	6	400	
History and Theory	L_GCMAGES014	6	400	
Politieke Geschiedenis: Politiek en Soevereiniteit	L_GCMAGES019	6	400	
History of Natural Disasters	L_GEMAGES012	6	400	
Religion and society: from Constantine to Muhammad	L_OAMAHOHS014	6	400	
Religion and Society: Lived Religion in Greece and the Near East	L_OAMAHOHS016	6	400	
2. If the student wishes to take a different unit of educational than listed, advance permission must be obtained in writing from the Examination Board.				Advice OLC; (7.13 a)

Article 10.4 Practical exercise

The following components are practical exercises:				Approval OLC (7.13 d)
Name of unit of education	course code	nr of EC	level	
Internship part 1	L_KAMAMUS025	24	400	
Internship part 2	L_KAMAMUS026	36	400	
Master Thesis Curating Art and Cultures	L_KAMAMUSSCR	18	400	
Curatorial Practices in the Contemporary World I	L_KAMAMUS023	6	400	

Article 10.5 Participation in practical exercises and seminars

1. In the case of a practical exercise, the student must attend at least 80 % of the sessions. Should the student attend less than 80 %, they must repeat the practical sessions, or the Examiner may issue one or more supplementary assignments.	Approval OLC (7.13 d)
2. In the case of a seminar, the student must attend at least 80 % of the sessions. Should the student attend less than 80 %, they must repeat the practical sessions, or the Examiner may issue one or more supplementary assignments.	Approval OLC (7.13 d)

11. Evaluation and transitional provisions

Article 11.1 Evaluation of the education

The education provided in this programme is evaluated in accordance with appendix 2. The faculty evaluation plan offers the framework.	Approval OLC (7.13 a1)
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Article 11.2 Transitional provisions

Not applicable.

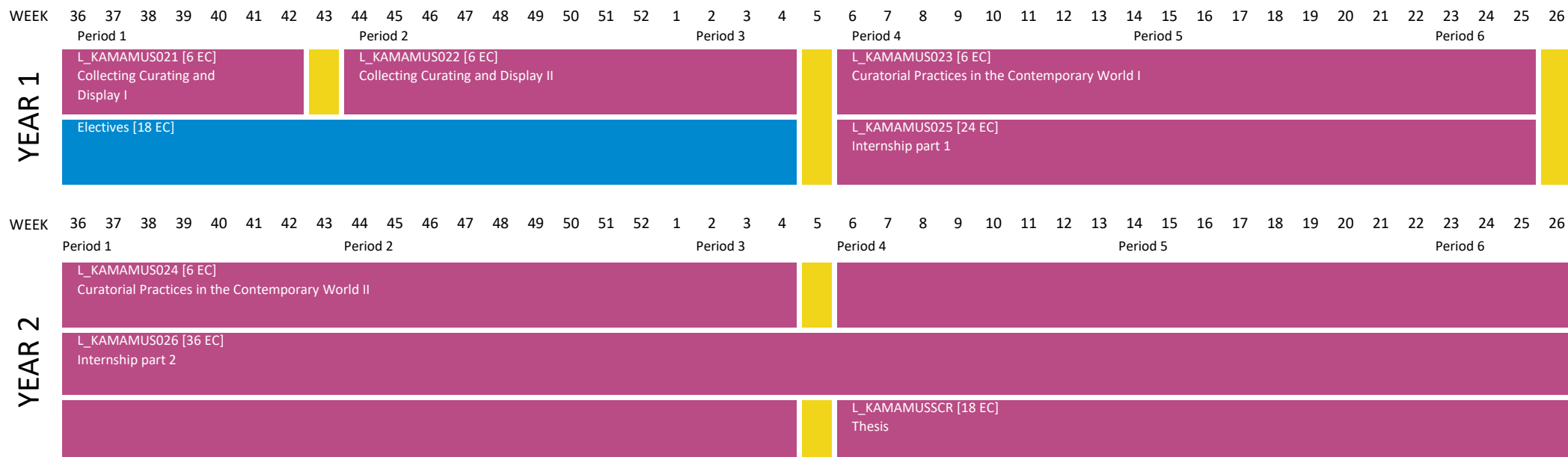
Advice and approval by the Programme Committee on 25 April 2020

Approved by the Faculty Joint Assembly on 27 June 2022

Adopted by the board of the Faculty on 7 July 2022

Appendix 1 Programme overview

ANNUAL PLAN MASTER CURATING ART AND CULTURES 2022-2023



GENERAL REQUIRED MODULE
 ELECTIVE
 EXAMINATION WEEK
 VACATION
 Additional: No education in week 18

We reserve the right to make changes to this annual plan

Appendix 2 Evaluation of education at the Faculty of Humanities

Course and curriculum evaluations aim to improve the quality of education. The VU draws up questionnaires for this purpose with a number of key questions, which are always asked. In addition, the faculty has the option of adding its own questions to the lists.

Within the Faculty of Humanities, questionnaires are distributed digitally. In this way, the anonymity of students is guaranteed and the PDCA cycle - which serves educational improvement - can be run properly.

When the results of the evaluation are ready, the course coordinator is notified. The course coordinator formulates a response to the results of the evaluation and can also report to the students what they are going to change about the course for the next academic year based on the results. Students will have access to a selection of the evaluation results (provided there were at least five respondents) and the course coordinator's response.

The evaluation results are available to the examiner, the instructor members of the program committee, the program director, and the evaluation coordinator. The Annual Evaluation Plan states when the evaluation results will be available. The program committees can adjust their meeting schedule accordingly, if desired. The program committees present an analysis of the evaluations in their annual report.

Courses to be evaluated

The following criteria are used to designate a module as requiring evaluation:

- Each course is evaluated (at least) once every three years, this means that one third of all courses are covered anyway. This is spread over periods and years so that not all students of one year level are asked to fill in questionnaires each time;
- all newly developed courses / new curriculum;
- courses taught by new teachers;
- all less well evaluated courses from the previous year based on criteria as defined in the Annual Evaluation Plan;
- all courses from university minors offered by faculty;
- courses addressed in the annual plan of the Assessment Chamber;
- courses, with more than 8 students enrolled, that were identified as requiring evaluation in the previous year, but for which there are no evaluation results.

Curriculum Evaluations

The basic principle is that a curriculum is evaluated at least before the start of a midterm review or visitation and after every (thorough) curriculum change. The questionnaires are distributed digitally. The program director may add additional questions to this questionnaire. The period in which the questionnaire is distributed is determined in consultation with the programme director. In addition to the programme committee, the results of curriculum evaluations may be discussed with the work field advisory board.

Other forms of evaluation

Besides digital evaluation, there are other ways to evaluate education. The chapter on Educational Evaluations in the VU's Handbook on Educational Quality provides an overview of qualitative forms of educational evaluation, such as panel discussions, peer review, and quick inventories of strengths and suggestions. These forms of evaluation are encouraged within the faculty.

National Student Survey (NSE)

The Vrije Universiteit participates in the National Student Survey (*Nationale Studenten Enquete*), which is conducted each spring. The NSE can provide useful information about how students experience their program. The annual reports of the programmes reflect on the results of the NSE.

Appendix 3 Programme objectives and exit qualifications

The master's programme aims to enable the student to develop the necessary knowledge, skills, and understanding with regard to the profession of the curator in an art and/or cultural history museum, in such a way that the graduate is able to practise this profession independently at an academic level and has the competencies and knowledge that are a condition for admission to the doctoral programme.

Graduates of this programme gain the following qualifications:

Knowledge and understanding

1. sound historical and theoretical knowledge of and insight into the concepts, the most important scholarly questions, research methods and developments in the field of museum and curatorial studies, and especially collecting and presentation (collecting, curating and display).
2. in-depth knowledge of and insight into one or more topics or themes/perspectives from the discipline in which the student has specialised: history of art, design or fashion studies, history, etc.
3. sound and active knowledge of the function of objects of art and culture in the context of museums and cultural institutions.

Applying knowledge and understanding

4. Is capable of applying historical, theoretical and methodological knowledge and insights independently to the analysis and interpretation of objects and case-studies.
5. Is skilled in independently designing, preparing and conducting scholarly research that makes use of primary and secondary sources and modern research methods.
6. Is capable of practical implementation of the historical, theoretical and methodological knowledge and insights of their specialist field in museums and/or cultural institutions, in particular with regard to collections and/or exhibitions.

Making judgements

7. Can adopt a critical and self-reflective viewpoint regarding national and international scholarly and societal discussions as well as developments in research in their specialist field.
8. Is capable of reflecting critically on the acquisition, conservation, research into, communication about and presentation of objects of art and culture in the context of museums and/or cultural institutions.

Communication

9. Can give a clear and well-supported presentation in writing or verbally, on their own research results or those of others for an academic audience, or for a lay public.
10. Is capable of making scholarly research more accessible to a wider audience using standard means of communication in the context of museums and/or cultural institutions.

Learning skills

11. Has sufficiently acquired the abilities and skills useful for organisation and policy, research and registration, art handling, restoration and conservation, representation and communication, and creating exhibitions to exercise the position of curator/ curator independently at an academic level.
12. Has the qualifications required to follow a largely self-directed doctorate programme.

Appendix 4 Overview of articles that must be included in the OER

Based on Article 7.13, paragraph 2, of the WHW and other Articles of the Act.

Section A: Faculty section

2. Study programme structure	
Article 2.1 Structure of academic year and units of education	7.13 paragraph 2 sub e
3. Assessment and examination	
Article 3.2 Type of examination	7.13 paragraph 2 sub h, l, j
Article 3.3 Oral interim examinations	7.13 paragraph 2 sub l, n
Article 3.4 Determining and announcing results	7.13 paragraph 2 sub o
Article 3.5 Examination opportunities	7.13 paragraph 2 sub h, j
Article 3.7 Exemption	7.13 paragraph 2 sub r
Article 3.8 Validity period for results	7.13 paragraph 2 sub k
Article 3.9 Right of inspection and post-examination discussion	7.13 paragraph 2 sub p, q
4. Academic student counselling and study progress	
Article 4.1 Administration of study progress and academic student counselling	7.13 paragraph 2 sub u
Article 4.2 Facilities for students with a disability	7.13 paragraph 2 sub m

Section B1: Programme specific – general provisions

6. General programme information and characteristics	
Article 6.1 Study programme information	7.13 paragraph 2 sub i, r
Article 6.2 Teaching formats used and modes of assessment	7.13 paragraph 2 sub l, x
[option:] Article 6.3 Academic student counselling	7.13 paragraph 2 sub u
7. Further admission requirements	
Article 7.2 Admission requirements	7.30b paragraph 1
Article 7.3 Selection criteria	7.30b paragraph 2, 5
8. Interim examinations and results	
Article 8.1 Sequence of interim examinations	7.13 paragraph 2 sub h, s, t
[option 1:] Article 8.2 Validity period for results	7.13 paragraph 2 sub k
[option 2:] Article 8.2 Validity period for results	7.13 paragraph 2 sub k

Section B2: Programme specific – content of programme

9. Programme objectives, tracks/specializations, exit qualifications and language	
Article 9.1 Workload	7.13 paragraph 2 sub g
Article 9.2 Tracks and/or specializations	7.13 paragraph 2 sub a
Article 9.3 Programme objective	7.13 paragraph 2 sub a
Article 9.4 Exit qualifications	7.13 paragraph 2 sub b, c
Article 9.5 Language of instruction	9.18 (<i>implementation expected in 2020</i>)
10. Curriculum structure	
Article 10.1 Composition of the programme	7.13 paragraph 2 sub a
Article 10.2 Compulsory units of education	7.13 paragraph 2 sub a
[Optional] Article 10.3 Elective units of education	7.13 paragraph 2 sub a
[Optional] Article 10.4 Practical exercise	7.13 paragraph 2 sub d
Article 10.5 Participation in practical training and tutorials	7.13 paragraph 2 sub d
11. Evaluation and transitional provisions	
Article 11.1 Evaluation of the education	7.13 paragraph 2 sub a1
Article 11.2 Transitional provisions	7.13 paragraph 2 sub a

Appendix 5 Overview of advisory and approval rights OLC and FGV

(English below)

Onderwerpen Onderwijs – en Examenregeling (OER) 7.13 lid 2 WHW	FGV		OLC	
	I	A	I	A
a. de inhoud van de opleiding en van de daaraan verbonden examens				
a1. de wijze waarop het onderwijs in de desbetreffende opleiding wordt geëvalueerd				
b. de inhoud van de afstudeerrichtingen binnen een opleiding				
c. de kwaliteiten op het gebied van kennis, inzicht en vaardigheden die een student zich bij beëindiging van de opleiding moet hebben verworven				
d. waar nodig, de inrichting van praktische oefeningen				
e. de studielast van de opleiding en van elk van de daarvan deel uitmakende onderwijseenheden				
f. de nadere regels, bedoeld in de artikelen 7.8b, zesde lid, en 7.9, vijfde lid (BSA)				
g. ten aanzien van welke masteropleidingen toepassing is gegeven aan artikel 7.4a, achtste lid (<i>verhoogde studielast</i>)				
h. het aantal en de volgtijdelijkheid van de tentamens alsmede de momenten waarop deze afgelegd kunnen worden				
i. de voltijdse, deeltijdse of duale inrichting van de opleiding				
j. waar nodig, de volgorde waarin, de tijdvakken waarbinnen en het aantal malen per studiejaar dat de gelegenheid wordt geboden tot het afleggen van de tentamens en examens				
k. waar nodig, de geldigheidsduur van met goed gevolg afgelegde tentamens, behoudens de bevoegdheid van de examencommissie die geldigheidsduur te verlengen				
l. of de tentamens mondeling, schriftelijk of op een andere wijze worden afgelegd, behoudens de bevoegdheid van de examencommissie in bijzondere gevallen anders te bepalen				
m. de wijze waarop studenten met een handicap of chronische ziekte redelijkerwijs in de gelegenheid worden gesteld de tentamens af te leggen				
n. de openbaarheid van mondeling af te nemen tentamens, behoudens de bevoegdheid van de examencommissie in bijzondere gevallen anders te bepalen				
o. de termijn waarbinnen de uitslag van een tentamen bekend wordt gemaakt alsmede of en op welke wijze van deze termijn kan worden afgeweken				
p. de wijze waarop en de termijn gedurende welke degene die een schriftelijk tentamen heeft afgelegd, inzage verkrijgt in zijn beoordeelde werk				
q. de wijze waarop en de termijn gedurende welke kennis genomen kan worden van vragen en opdrachten, gesteld of gegeven in het kader van een schriftelijk afgenomen tentamen en van de normen aan de hand waarvan de beoordeling heeft plaatsgevonden				
r. de gronden waarop de examencommissie voor eerder met goed gevolg afgelegde tentamens of examens in het hoger onderwijs, dan wel voor buiten het hoger onderwijs opgedane kennis of vaardigheden, vrijstelling kan verlenen van het afleggen van een of meer tentamens				
s. waar nodig, dat het met goed gevolg afgelegd hebben van tentamens voorwaarde is voor de toelating tot het afleggen van andere tentamens				
t. waar nodig, de verplichting tot het deelnemen aan praktische oefeningen met het oog op de toelating tot het afleggen van het desbetreffende tentamen, behoudens de bevoegdheid van de examencommissie vrijstelling van die verplichting te verlenen, al dan niet onder oplegging van vervangende eisen				
u. de bewaking van studievoortgang en de individuele studiebegeleiding				
v. indien van toepassing: de wijze waarop de selectie van studenten voor een speciaal traject binnen een opleiding, bedoeld in artikel 7.9b, plaatsvindt (<i>excellentietraject binnen een opleiding</i>)				
x. de feitelijke vormgeving van het onderwijs				
<i>alle overige onderwerpen die in de OER zijn geregeld maar die niet als zodanig zijn genoemd in art. 7.13 WHW onder a t/m x.</i>				

De lettering komt overeen met de lettering van artikel 7.13 lid 2 WHW

Afkortingen:

FGV:	Facultaire Gezamenlijke Vergadering
OLC:	Opleidingscommissie
I:	Instemmingsrecht
A:	Adviesrecht

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Article 7.13, paragraph 2, of the Higher Education and Research Act	FGV		OLC	
	I	A	I	A
a. content of the programme and associated examinations				
a1. the manner in which teaching and education in the relevant programme are evaluated				
b. the content of the specializations offered as part of the programme				
c. the programme's final attainment levels with regard to the knowledge, understanding and skills				
d. where applicable, the design of practical exercises				
e. the workload of the programme and of each of its constituent educational units				
f. the detailed rules referred to in Article 7.8b, sixth paragraph, and Article 7.9, fifth paragraph (recommendation on continuation of studies)				
g. the Master's programmes to which Article 7.4a, eighth paragraph, applies (elevated workload)				
h. the number and sequence of interim examinations and the times at which these can be taken				
i. the full-time, part-time or work-study structure of the programme				
j. where necessary, the order, and the periods in which and the number of times per academic year that the opportunity to sit interim examinations and final degree assessments is given				
k. where necessary, the period of validity for pass grades awarded for interim examinations, notwithstanding the authority of the Examination Board to extend this period of validity				
l. whether interim examinations are administered in oral, written or another form, notwithstanding the authority of the Examination Board to decide otherwise				
m. the way in which students with a disability or chronic health condition are given a reasonable opportunity to take the interim examinations				
n. the public nature of oral interim examinations, subject to the right of the Examination Board to determine otherwise in special cases				
o. the period within which the results of an interim examination must be announced, together with details of whether this period can be altered and if so in what way				
p. the way in which and the period within which students who have taken an interim examination are given the opportunity to inspect their marked work				
q. the way in which and the period within which information can be provided about the questions asked and exercises given in the framework of a written interim examination and about the standards used for assessment				
r. the grounds on which the Examination Board could grant exemption from the taking of one or more interim examinations to students who have previously passed interim examinations in higher education or have acquired knowledge or skills outside higher education				
s. where necessary, the stipulation that students must pass certain interim examinations as a condition for admission to other interim examinations				
t. where necessary, the obligation to take part in certain practical exercises with a view to admission to the interim examination in question, subject to the authority of the Examination Board to grant exemption from this obligation, with or without the imposition of alternative requirements				
u. the monitoring of academic progress and individual student support and guidance;				
v. where applicable, the manner in which students are selected for a special track within a programme as referred to in Article 7.9b (excellence track within a programme)				
x. the actual design of the education provided.				
<i>All other matters that are regulated in the Academic and Examination Regulations but which are not mentioned as such in Article 7.13 of the Higher Education and Research Act under points a to x.</i>				

Abbreviations used:

- FGV: Faculty Joint Assembly
 OLC: Programme Committee
 I: right of approval
 A: right of advice

Appendix 6 Ordinances VU CvB and Binding Guidelines (richtlijn)

Section A, article:	Concerns:	CvB ordinance / guideline
2.1.1, 2.1.2	Year planning two semesters 8-8-4 (uniform year calendar VU-UvA)	29-9-2008 (period 2009-2015) 22-05-2014 (period 2016-2025)
2.1.3, 2.1.4	Units of education	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
3.1	Signing up for education and interim examinations	CvB ordinance 30-09-2010, prior consent USR.
3.4.1	Determination and publication of the results (1) Grading deadline exams 10 working days (2) Theses 20 working days	(1) Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017 (2) Quality demand 11 from the VU assessment policy, CvB ordinance 15-05-2012
3.5.1	Two possibilities to take examinations per year	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
3.5.2	Retake: most recent grade is valid. A pass can be retaken	Taken from the UvA guidelines, as part of the harmonization, CvB ordinance 24-02-2014
3.5.4	One-time extra resit in relation to examination requirement	Included in (prior) model OER 16-17 following a request from committee O&O and adopted by CvB op 27-10-2015
3.6	Grades	CvB ordinance 30-09-2010, with University council's consent. As a result of harmonization UvA, the guideline: 5.5 is a pass, has been added. CvB ordinance 24-02-2014.
Section B1, article:	Concerns:	CvB ordinance / guideline
7.2	Admission criteria; at least WO Bachelor's degree	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
7.3	Selection criteria; type of criteria	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
Section B1, article:	Concerns:	CvB ordinance / guideline
10.1	Composition programme	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
10.2	Categorization of units	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017

Appendix 7 Implementation act WHW

Article 2.1 of the Higher Education and Research (Implementation) Act

Entered into force on 1 June 2018

(English below)

1 De persoonlijke omstandigheden bedoeld in de artikelen 7.8b, derde lid, en 7.9, derde lid, van de wet, zijn uitsluitend:

- a. ziekte van betrokkene,
- b. lichamelijke, zintuiglijke of andere functiestoornis van betrokkene,
- c. zwangerschap van betrokkene,
- d. bijzondere familie-omstandigheden,
- e. het lidmaatschap, daaronder begrepen het voorzitterschap, van:
 1. bij universiteiten: de universiteitsraad, faculteitsraad, het orgaan dat is ingesteld op grond van de medezeggenschapsregeling, bedoeld in artikel 9.30, derde lid, onderscheidenlijk artikel 9.51, tweede lid, van de wet, het bestuur van een opleiding of de opleidingscommissie, alsmede het lidmaatschap van het bestuur van een stichting die blijkens haar statuten tot doel heeft de exploitatie van voorzieningen, behorende tot de studentenvoorzieningen, dan wel van een daarmee naar het oordeel van het instellingsbestuur gelet op de taak gelijk te stellen orgaan,
 2. bij hogescholen: de medezeggenschapsraad, deelraad, studentencommissie of opleidingscommissie.
- f. andere in de regelingen, bedoeld in de artikelen 7.8b, zesde lid, en 7.9, vijfde lid, van de wet door het instellingsbestuur aan te geven omstandigheden waarin betrokkene activiteiten ontplooit in het kader van de organisatie en het bestuur van de zaken van de instelling,
- g. het lidmaatschap van het bestuur van een studentenorganisatie van enige omvang met volledige rechtsbevoegdheid, dan wel van een vergelijkbare organisatie van enige omvang, bij wie de behartiging van het algemeen maatschappelijk belang op de voorgrond staat en die daartoe daadwerkelijk activiteiten ontplooit.
- h. andere in de onderwijs- en examenregeling, bedoeld in artikel 7.13 van de wet, op grond van artikel 7.13, tweede lid, onderdeel f, van de wet, vast te leggen persoonlijke omstandigheden,
- i. andere dan in de onderdelen a tot en met h bedoelde persoonlijke omstandigheden die, indien zij door het instellingsbestuur niet in de beoordeling zouden worden betrokken, zouden leiden tot een onbillijkheid van overwegende aard.

2 Het instellingsbestuur kan voor de toepassing van het eerste lid, onderdeel g, nadere regels vaststellen omtrent het aantal bestuursleden dat ten hoogste per organisatie per studiejaar in aanmerking komt, zomede omtrent welke bestuursfuncties in aanmerking komen.

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1. The extenuating personal circumstances referred to in Article 7.8b, paragraph 3 and 7.9, paragraph 3 of the Act (WHW) are limited to:

- a. illness of the person concerned,
- b. physical, sensory or other impairment of the person concerned,
- c. pregnancy of the person concerned,
- d. extenuating family circumstances,
- e. membership, including the chairmanship of:

- 1. universities: the university council, faculty council, the body established under the participation regulation referred to in Article 9.30, paragraph 3 or Article 9.51, paragraph 2 of the Act, the programme management or the programme committee, or membership on the board of a foundation whose bylaws allow for the exploitation of facilities belonging to the student services, or an equivalent body with regard to its activities in the opinion of the board of the institution,
- 2. universities of applied sciences: the participation council, district council, student committee or Programme Committee.

- f. other circumstances to be designated by the board of the institution in the regulation as referred to in Article 7.8b, paragraph 6 and Article 7.9, paragraph 5 of the Act in which the person concerned engages in activities within the framework of the organization and the administration of the affairs of the institution,
- g. membership on the board of a student organization of a certain size with full legal capacity, or a similar organization of a certain size, whose primary task regards general societal interest and which actually develops activities for this purpose.
- h. other personal circumstances set out in the Teaching and Examination Regulations as referred to in Article 7.13 of the Act, pursuant to Article 7.13, paragraph 2, clause f of the Act,
- i. personal circumstances other than those referred to in a – h above which, if overlooked by the governing bodies of the institution, would lead to an obviously unfair outcome.

2. The institutional board may, for the purposes of the first paragraph, part g, establish specific rules regarding the maximum number of eligible board members per organization per academic year, as well as the eligible administrative offices.

Appendix 8 Addendum Pertaining to the 2022-2023 Teaching and Examination Regulations FGW

Article 7.2 Admission requirements

<p>Supplementary to Article 7.2.1, students* are also admissible for the 2022-2023 academic year (admission in September 2022) if, by 31 August 2022 at the latest, they have earned at least 162 EC credits from the Bachelor's programme, among which their bachelor thesis or other final work, under the following conditions:</p> <ul style="list-style-type: none"> - The Bachelor's degree certificate must still be obtained before 1 September 2023 or before the Master's degree certificate is obtained, whichever comes first. If this condition is not met, the student will not be able to continue or complete the Master's programme. - For the Master's programmes in Communication and Information Studies (with the exception of the track Schrijven en Vertalen) and Linguistics, the additional requirement is that the module Statistics/Statistiek must have been completed before the start of the Master's programme. - The Master's programmes Ma Philosophy and Ma Filosofie van Cultuur en Bestuur are subject to the additional requirement that students must demonstrate before 1 September 2022 that they are eligible for a (different) scientific Master's degree programme (which may be subject to different exceptional admission requirements). - The master's programme in Filosofie van Cultuur en Bestuur also requires students to have completed a relevant minor or 18 EC in relevant philosophical subjects by 1 December 2022 at the latest. <p>also admissible are students* who, by no later than 31 August 2022, have earned at least 216 EC credits of the HBO Bachelor's programme that confers entitlement to admission, among which their bachelor thesis or other final work, under the following conditions:</p> <ul style="list-style-type: none"> - The bridging or pre-Master's programme must still be completed successfully before 1 September 2022 or before the Master's examinations can be passed, whichever comes first. If this condition is not met, the student will not be able to continue or complete the Master's programme. - For students who come in through an integrated programme, an additional requirement is that a maximum of 6 EC may still be open at the start of the master's programme. <p>also admissible, students* who, by no later than 31 August 2022, have earned at least 80% of the total EC credits from the bridging or pre-Master's programme, under the following conditions:</p> <ul style="list-style-type: none"> - The bridging or pre-Master's programme must still be completed successfully before 1 September 2023 or before the Master's examinations can be passed, whichever comes first. If this condition is not met, the student will not be able to continue or complete the Master's programme. - The module Academic Skills/Academische vaardigheden must be completed before the start of the master's degree. 	<p>Based on additional Section 7:37e WHW</p> <p>University Student Council's advice on policy (9:33a Higher Education and Research Act, second paragraph)</p> <p>Advice of the OLC on each programme via the Teaching and Examination Regulations</p>
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<p>- For the Master's programmes in Communication and Information Studies (with the exception of the track Schrijven en Vertalen) and Linguistics, the additional requirement is that the module Statistics/ Statistiek must have been completed before the start of the Master's programme.</p> <p>*The above supplementary requirements do not apply to non-EEA students who must complete a Bachelor's programme outside of the Netherlands.</p>	
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Article 7.3 Selection criteria

<p>In derogation from Article 7.3.1, for the programmes Humanities (research) and Classics and Ancient Civilizations (research), the following additional method is used to demonstrate that students fulfil the selection requirements:</p> <p>At the start of the master's programme, the grade average for all the bachelor's educational components obtained must be at least 7.5.</p>	<p>Based on additional Section 7:37e WHW</p> <p>University Student Council's advice on policy (9:33a Higher Education and Research Act, second paragraph)</p> <p>Advice of the OLC on each programme via the Teaching and Examination Regulations</p>
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Article 7.4 Bridging or pre-Master's programme

<p>Supplementary to Article 7.4.1, students* are also admissible for the 2022-2023 academic year (admission in September 2022) if, by 31 August 2022 at the latest, they have earned at least 216/162 EC credits from the designated HBO/university (WO) Bachelor's programme, among which their thesis or other final work, under the following conditions:</p> <ul style="list-style-type: none"> - The HBO/WO Bachelor's examinations must still be passed before 1 September 2023, or before the bridging or pre-Master's programme is completed, whichever comes first. If this condition is not met, the student will not be able to complete or continue the programme. <p>*The above supplementary requirements do not apply to non-EEA students who must complete a Bachelor's programme outside of the Netherlands.</p>	<p>Based on additional Section 7:37e WHW</p> <p>University Student Council's advice on policy (9:33a Higher Education and Research Act, second paragraph)</p> <p>Advice of the OLC on each programme via the Teaching and Examination Regulations</p>
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