Education and Examination Regulations
Master in Psychology
2019-2020
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Article 1 Clinical Internship

Article 2 Clinical activities report
1. Education and Examination Regulations – Master in Psychology 2019-2020

Section 1 General Conditions

Education and Examination Regulations for the 2019/2020 academic year for the Master’s study programme at the Faculty of Psychology and Neuroscience, as meant in article 7.13 of the Act on Higher Education and Scientific Research (WHW).

Article 1.1 Scope of the Regulations
These regulations apply to the education, exams and examination for the full-time Master’s study programme in Psychology, hereinafter referred to as the study programme. The study programme is offered by the Faculty of Psychology and Neuroscience, hereinafter referred to as the Faculty.

The regulations have been established by the Faculty Board, following a recommendation from the Educational Programme Committee and after consent was obtained from or after consultation with the Faculty Council. These regulations will take effect on 1 September 2019 for the 2019/2020 academic year.

These regulations also apply to students from other programmes, faculties or institutions of higher education, insofar as they follow components of the programme to which these Education and Examination Regulations apply.

Article 1.2 Definitions
In these regulations the following is understood to be:

a. The Act: the Higher Education and Scientific Research Act (Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek, WHW);

b. Student: the student who is registered at Maastricht University, for the purpose of attending the courses and/or taking the exams and the examination of the study programme;

c. Academic year: the period from 1 September of a calendar year up to and including 31 August of the following calendar year;

d. Programme: the master’s study programme as meant by article 1.1, consisting of a connected unit of programme components;

e. Course/Module: a study unit of the study programme as meant by the Act, including a Practical Training;

f. Tutorial Group Meeting: a practical exercise, as meant by article 7.13, paragraph 2, sub d of the Act;
g. **Practical Training:** a module that provides practical exercise, as meant by Article 7.13, paragraph 2, sub d of the Act;

h. **Exam:** the exam as part of the examination as meant by Article 7.10 of the Act;

i. **Examination:** the final examination for the master's study programme;

j. **Credit:** unit expressed in ECTS credits, with one study credit equalling 28 hours of study;

k. **Board of Examiners:** the board as meant by article 7.12 of the Act;

l. **Examiner:** the person appointed by the Board of Examiners (Article 7.12C of the Act), charged with administering exams and determining the results of such exams;

m. **Course Coordinator,** alternatively **Practical Training Coordinator:** an examiner who is responsible for the content of a certain course, or alternatively, responsible for the practical training in a certain course;

n. **Faculty Board:** the Executive Board of the Faculty of Psychology and Neuroscience of Maastricht University as meant by article 9.12 of the Act;

o. **Board of Admission:** the board responsible for judging the admissibility of the candidate to the programme;

p. **Programme Committee:** the representation and advisory board that carries out the duties described in Article 9.18 and 9.38c of the Act;

q. **UM:** Maastricht University.

Other notations are to be understood in accordance with the meaning assigned to them by the Act.

**Section 2 Admission**

**Article 2.1 Admission**

Persons who meet the requirements referred to in article 2.2 are eligible for admission to the programme.

**Article 2.2 Admission requirements**

1. The following persons are eligible for admission to the Master's programme:
   a. those who have obtained a Bachelor's degree in Psychology. Those who have an academic bachelor's degree other than Psychology can only apply if the Bachelor's degree is substantially relevant to the Master's specialisation of their choice.
   b. statistics is a key issue in the Master's programme of Psychology and good knowledge of statistics is essential. Applicants must fill in the form 'Statistical Background' and provide details regarding the relevant courses, and the number of (ECTS) credits obtained per relevant course.
2. Persons who have obtained the Bachelor of Science in Psychology of Maastricht University (= the preceding Bachelor’s Degree) are automatically admissible to the Master’s programme.

**Article 2.3 Language requirement with non-Dutch diplomas**

a. Holders of a non-Dutch diploma can only register if they have met the minimum English language requirement corresponding to IELTS (International English Language Testing System) with a score of at least 6.5.

b. The requirement referred to under (a) is met if the person concerned has obtained one of the following diplomas or certificates:
   - A completed bachelor’s or master’s study programme where the language of instruction is English;
   - An International or European Baccalaureate, a US high school diploma or UK GCE A-levels;
   - Can demonstrate sufficient proficiency in English, for example through English taught courses, internships or work experience in an English environment, or can submit one of the following language test certificates:
     - IELTS (6.5)
     - TOEFL Paper-based test (575)
     - TOEFL Internet test (90)
     - TOEIC listening and reading (720) and speaking and writing (310)
     - Cambridge Advanced (CAE) Grade C (scale 180-184); First Certificate in English (FCE) Grade A (scale 180-184); First Certificate in English (FCE) Grade B (scale 176-179)
     - similar accredited certification approved by the Board of Admission.

**Article 2.4 Board of Admission**

1. Judgement about admissibility and the issuing of the certificate of admission for the study programme is assigned to the Board of Admission of the study programme. This board consists of:
   - A chair appointed from among the academic personnel;
   - One or two members appointed from among the academic personnel who are in charge of the education in the study programme.

2. One of the members of the Board of Admission will also be a member of the Board of Examiners.

3. The appointment is made by the Dean after consulting with the Study Programme Committee.

**Article 2.5 Times of Review for Admission**

1. The review for admission takes place 3 times a year.

2. A request for admission to a study programme must be submitted to the Board of Admission before:
• 15 January 2019: Application deadline for non EU-students who intend to apply for a Maastricht University Scholarship;
• 1 April 2019: Application deadline for non-EU students;
• 1 June 2019: Application deadline for EU-students and Maastricht University students (including FPN students).

3. The Board of Admission decides on the request within 6 weeks after receipt of the complete application. Please note that the decision on the request of subsequent students (article 2.2 sub 2) will be made within 4 weeks after the graduation date for the bachelor examination has been established (but always before the start of the study programme).

4. Admission will be granted on condition that the candidate complies with the requirements regarding knowledge, understanding and skills, as stipulated in Article 2.2, and as evidenced by the certificates of the study programme(s) the student has followed, at the latest by the starting date of the relevant study programme.

Section 3   Content and Structure of the Study Programme

Article 3.1   Purpose of the Study Programme
1. The purpose of the study programme is the following:
   • to provide academic education within the context of the Maastricht University educational concept and its distinct profile;
   • to deepen a student’s specific choice for a particular field of study related to the Master’s specialisation;
   • to provide for the acquisition of specialised knowledge, skills and insight in the field of psychology, specifically in the fields of Cognitive or Biological Psychology;
   • to help students prepare for a possible further programme of study in scientific research and, if applicable, clinical practice.

In combination with the bachelor’s degree in Psychology, the study programme must see to the preparation for a career in the field of Cognitive or Biological Psychology.

2. There are sufficient elements in the study programme to enhance the further development of the academic formation of the student, in particular with regard to:
   • thinking and acting independently and scientifically;
   • communicating scientifically in English;
   • applying specialised scientific knowledge in a broader social context.

3. Areas of Specialisation in the Master’s Study Programme:
   a. Applied Cognitive Psychology:
      • Health and Social Psychology
      • Psychology and Law
      • Work & Organisational Psychology
   b. Biological Psychology:
      • Developmental Psychology
      • Neuropsychology
      • Cognitive Neuroscience
### Intended Learning Outcomes (ILOs) of the Master’s Programme

<table>
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<th>Content/orientation</th>
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<td>Dublin descriptors</td>
<td>ILOs based on domain-specific reference framework and EFPA</td>
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<tr>
<td>Knowledge and understanding</td>
<td>ILO 1: Knowledge of theories, processes, interventions, instruments and assessment methods in the field.</td>
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</table>
| Applying knowledge and understanding | ILO 2: Ability to apply theories, interventions, instruments and assessment methods to practices in the field.  
ILO 3: Ability to write an original and feasible research question and proposal.  
ILO 4: Ability to design and conduct sound scientific research in the field (incl. the selection and application of appropriate research methods and statistics). |
| Making judgements | ILO 5: Ability to critically judge research questions and experimental designs, taking into account the ethical responsibilities in research.  
ILO 6: Ability to critically analyse, assess, evaluate, interpret, and synthesise research methods, research data, theories and publications in the field.  
ILO 7: Ability to relate findings to the existing literature and formulate realistic judgements on the implications and importance of research output. |
| Communication | ILO 8: Ability to effectively communicate in English – in writing and orally (group discussions and presentations) – on field-related topics.  
ILO 9: Ability to write scientific reports in the form of a practical report, master’s thesis and/or scientific publication according to the scientific standards.  
ILO 10: Ability to communicate scientific theories and empirical findings in an understandable way to both professionals (experts and non-experts) and to lay people (incl. clients). |
| Learning skills | ILO 11: Ability to reflect on one’s own professional behaviour (incl. ethical standards) and development.  
ILO 12: Ability to work in a research setting and/or in an applied/clinical setting.  
ILO 13: Ability to work in an international team.  
ILO 14: Ability to read, understand, integrate and critically reflect on research papers, professional reports and new developments. |

### Article 3.2 Organisation of the Study Programme

The study programme is offered on a full-time basis. The programme commences once a year in September.

### Article 3.3 Language of Instruction

The education and assessment in the Master’s study programme are conducted in English. More information can be found in Appendix 1 of the Education and Examination Regulations.

### Article 3.4 Communication and Announcement of Decisions

1. The Faculty Board, the Board of Examiners and the examiners may use electronic communication devices like the student portal, e-mail via UM-account or AskPsy.nl for communications relating to the programme and exams.
2. The Faculty Board, the Board of Examiners and the examiners are allowed to use the student portal, e-mail via UM-account or AskPsy.nl to announce decisions.
3. The student must regularly check the student’s university e-mail address and AskPsy.nl. Information disseminated via e-mail, the digital learning environment or the website will be assumed to be known.
Article 3.5 Study Load
The study programme has a study load of 60 ECTS credits, with one credit equalling 28 hours of study load.

Article 3.6 Composition of the Curriculum

Overview of the Cognitive Master's specialisations

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<th>Period</th>
<th>Specialisation</th>
<th>Health and Social Psychology</th>
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</thead>
<tbody>
<tr>
<td>Period 0</td>
<td>Introduction week Problem-Based Learning (training for non-UM Students*) (- credits)</td>
<td></td>
</tr>
<tr>
<td>Period 1</td>
<td>Self-Regulation (5 credits) &lt;br&gt; <em>Practical training:</em> Increasing Self-regulation through Practice (- credits)</td>
<td>Bad Habits (5 credits) &lt;br&gt; <em>Practical training:</em> Cognitive Paradigms in Health Psychology (- credits)</td>
</tr>
<tr>
<td>Period 2</td>
<td>Planning Behaviour Change Programmes (5 credits) &lt;br&gt; <em>Practical training:</em> Applying Theories in Intervention Development (- credits)</td>
<td>Manipulation (5 credits) &lt;br&gt; <em>Practical training:</em> Manipulation Strategies (- credits)</td>
</tr>
<tr>
<td>Period 3</td>
<td>Academic Skills &amp; Research proposal (5 credits)</td>
<td></td>
</tr>
<tr>
<td>28 weeks</td>
<td>Research Internship (25 credits)** and Master's Thesis (10 credits) (total 35 credits)</td>
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<thead>
<tr>
<th>Period</th>
<th>Specialisation</th>
<th>Legal Psychology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period 0</td>
<td>Introduction week Problem-Based Learning (training for non-UM Students*) (- credits)</td>
<td></td>
</tr>
<tr>
<td>Period 1</td>
<td>Interrogation &amp; Interviewing Strategies (4 credits)</td>
<td>Psychology of Eyewitnesses Testimony (4 credits) &lt;br&gt; <em>Practical training:</em> Legal Psychology in Action (4 credits)</td>
</tr>
<tr>
<td>Period 2a</td>
<td>Neuropsychology in the courtroom (2 credits)</td>
<td>Experts and Their Biases (4 credits)</td>
</tr>
<tr>
<td>Period 2b</td>
<td>Public Policy in Legal Psychology (2 credits)</td>
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<tr>
<td>Period 3</td>
<td>Academic Skills &amp; Research proposal (5 credits)</td>
<td></td>
</tr>
<tr>
<td>28 weeks</td>
<td>Research Internship (25 credits)** and Master's Thesis (10 credits) (total 35 credits)</td>
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<table>
<thead>
<tr>
<th>Period</th>
<th>Specialisation</th>
<th>Work and Organisational Psychology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period 0</td>
<td>Introduction week Problem-Based Learning (training for non-UM Students*) (- credits)</td>
<td></td>
</tr>
<tr>
<td>Period 1</td>
<td>Work Psychology (5 credits) &lt;br&gt; <em>Practical training:</em> Occupational Health Audit (- credits)</td>
<td>Human Resources (5 credits) &lt;br&gt; <em>Practical training:</em> What is it like to be a Work and Organisational Psychologist? (- credits)</td>
</tr>
<tr>
<td>Period 2</td>
<td>Organisation and Cognition (5 credits) &lt;br&gt; <em>Practical training:</em> Conflict Management (- credits)</td>
<td>Human Performance (5 credits) &lt;br&gt; <em>Practical training:</em> Data Analyses (- credits)</td>
</tr>
<tr>
<td>28 weeks</td>
<td>Research Methods for Work and Organisational Psychologists (- credits) &lt;br&gt; Research Proposal (5 credits), Research Internship (17 credits)** and Master's Thesis (8 credits) (total 30 credits) AND Professional Skills (8 credits) and Activity Report (2 credits) (total 10 credits)</td>
<td></td>
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## Overview of the Biological Master’s specialisations

<table>
<thead>
<tr>
<th>Period</th>
<th>Specialisation</th>
<th>Developmental Psychology</th>
<th>Cognitive Neuroscience</th>
<th>Neuropsychology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period 0</td>
<td>Introduction Week</td>
<td>Problem-Based Learning (training for non-UM students*) (-credits)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Period 1</td>
<td>Infancy (4 credits)</td>
<td>Perception, Attention and Motor Development (4 credits)</td>
<td>Auditory and Higher Order Language Processing (4 credits)</td>
<td>Brain Damage (4 credits)</td>
</tr>
<tr>
<td></td>
<td>Development of Cognition and Language (4 credits)</td>
<td>Practical training: Measuring Attention and Executive Functions in Behavioural Paradigms (2 credits) OR EEG and ERP (2 credits)</td>
<td>Perception and Attention (4 credits)</td>
<td>Behavioural Disorders (4 credits)</td>
</tr>
<tr>
<td></td>
<td>Social Emotional Development (4 credits)</td>
<td>Practical training: Psychological Exam (2 credits)</td>
<td>Sensorimotor Processing (4 credits)</td>
<td>Arousal and Attention (4 credits)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Practical training: fMRI (2 credits)</td>
<td>Ageing (4 credits)</td>
</tr>
<tr>
<td>Period 2</td>
<td>Development of Cognition and Language (4 credits)</td>
<td>-</td>
<td>Neuroimaging: Functional MRI (4 credits)</td>
<td>Practical training: Neuropsychological Assessment (2 credits)</td>
</tr>
<tr>
<td></td>
<td>Social Emotional Development (4 credits)</td>
<td>-</td>
<td>Sensorimotor Processing (4 credits)</td>
<td>Practical training: Basic Cognitive Psychological Skill (2 credits)</td>
</tr>
<tr>
<td>Period 3</td>
<td>Academic Skills &amp; Research proposal (5 credits)</td>
<td>-</td>
<td>Academic Skills &amp; Research proposal (5 credits)</td>
<td>Research option: Academic Skills &amp; Research proposal (5 credits) ** and Master’s Thesis (10 credits) (total 35 credits) OR: Clinical-research option: Research Proposal (2 credits) , Research Internship (12 credits) ** and Master’s Thesis (7 credits) (total 21 credits) + Clinical Internship (14 credits), Clinical Supervision (2 credits) and Clinical Activities Report (3 credits) (total 19 credits)</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>28 weeks</td>
<td>28 weeks</td>
</tr>
<tr>
<td></td>
<td>Research Internship (25 credits) ** and Master’s Thesis (10 credits) (total 35 credits)</td>
<td>Cognitive Neuroscience</td>
<td>28 weeks</td>
<td>Neuropsychology</td>
</tr>
</tbody>
</table>
* Students who did not obtain their bachelor diploma at Maastricht University will have to pass a PBL training (- credits) before they start the master’s programme. This training will take place in the week before the start of the master’s programme. Students who fail this training will be admitted conditionally and will have to pass the training within 4 weeks after the start of the master’s programme.

** The assessment of the practical part of the research internship will be divided in a graded part of 10 credits, and an ungraded part with the remaining credits. The grade will be registered for the graded part of the internship and will be included in the GPA (grade point average). The ungraded part of the internship will be marked as pass/fail. If the grade of the internship is 6.0 or higher, the ungraded part of the internship will be marked as ‘pass’, if the grade is 5.5 or lower, it will be marked as ‘fail’.

A more detailed description of the components of the programmes can be found in the web catalogue on [www.maastrichtuniversity.nl](http://www.maastrichtuniversity.nl)

** Article 3.7  The Master’s Examination **

The Master’s examination consists of the following components:

1. The courses pertaining to the selected Master’s specialisation;
2. The practical training with the accompanying tasks, whether or not pertaining to the courses as meant under 1;
3. The tutorial group meetings pertaining to the courses and practical training as meant under 1 and 2;
4. The Research Proposal;
5. The Research Internship;
6. The Master’s Thesis;

** Section 4  Education **

** Article 4.1  Courses, composition, actual design **

1. For the programme, courses/modules are given with the study load stated in article 3.6 of the Education and Examination Regulations.
2. The educational programme includes 42 weeks per year.
3. The student can see the timetable for the courses for which the student is registered via MY UM, as well as where and when exams will take place for the courses for which the student is registered.
Article 4.2 Entrance requirements
1. Students who did not obtain their bachelor’s diploma at Maastricht University will have to pass a PBL training (no credits) before they start the master’s programme. This training will take place in the week before the start of the master’s programme. Students who fail this training will be admitted conditionally and will have to pass the training within 4 weeks after the start of the master’s programme.
2. The Research Internship can only be started when at least 8 credits of the core courses have been obtained of the modules offered in periods 1 and 2 and attendance requirements of Academic Skills in period 3 were met (this last requirement does not apply to the Specialisation Work and Organisational Psychology). In addition, certain Research Internships may require that practical or skills training(s) have been completed.
3. The Clinical Internship can only be started when the Practical training Neuropsychological assessment has been passed. Additional requirements can apply to students who did not obtain a Bachelor’s degree in Psychology and/or a Bachelor’s degree at Maastricht University.
4. If a student deviates from the sequencing as described under paragraph 1, 2 and 3, without permission from the Board of Examiners, the result of the part in question can be declared invalid.

Article 4.3 Course/Module registration
The student may participate in a course/module after the student has timely registered for it through the student portal. Information and deadlines regarding registration of courses/modules and de-registration of courses/modules can be found on the student portal/AskPsy.nl.

Section 5 Assessment

Article 5.1 General
1. During a course, the student will be tested for academic training and the extent to which the student has sufficiently achieved the stated learning objectives.
2. The course manual describes the requirements students have to fulfil to pass the course and the criteria on which the student is assessed.
3. The Rules of Procedure for Exams describe the exam procedure. The rules of Procedures for Exams can be found on the student portal/AskPsy.nl.

Article 5.2 Grades
1. Grades are awarded on a rating scale of 0.0 to 10.0;
2. Grades for course exams and assessments are the scores rounded off to the nearest whole or half number:
   - Decimals < .25 or >= .75 will be rounded off to the nearest whole number;
   - Decimals > = .25 but <.75 will be rounded off to the nearest half number.
   A course exam or assessment is passed when a grade of 6.0 or higher is obtained.
Article 5.3  Periods and Frequency of Exams
1. Exams can be taken twice a year, one regular exam and one re-sit, at times determined by the Faculty Board: i.e. once during or immediately following the period in which the relevant course/module was offered (regular exam) and once during the academic year (re-sit). On the student portal/AskPsy.nl times are listed, on which the exams can be taken.
2. In special cases, the Board of Examiners can decide that an exam can be taken at a time different to that set in accordance with the previous paragraph.

Article 5.4  Exam Registration and Deregistration
The student may take an exam for a course/module after the student has timely (been) registered for it through the student portal. Information and deadlines regarding registration of exams and re-sits and de-registration of exams and re-sits can be found on the student portal/AskPsy.nl.

Article 5.5  Format of Exams
1. As a rule, tests are in written format using either paper-and-pencil assessments or computer-based assessments. A written exam can consist of open-ended questions, multiple choice questions, true-false questions, a combination of open-ended questions and true-false or multiple choice questions, an individual paper, a research article, a presentation, an essay or a portfolio. The Board of Examiners can, in special circumstances, allow a different exam format or another way of weighing examination parts of a course and will establish the conditions under which this will take place.
2. In case the attendance requirement has not been met, the grade of the exam will be declared invalid (see also Articles 4 and 5 of the Rules and Regulations).
3. The Rules of Procedures for Exams describe how and under which conditions the written exams are taken.
4. The Board of Examiners has the authority to permit a different form of exam in special cases. In case an examiner wants to use a different exam format compared to the one mentioned in the nominal plans or the one communicated to the students, the examiner must ask permission from the Board of Examiners at least four weeks before the starting date of the course/module.
5. Students with a functional disability may request permission from the Board of Examiners to take the exam in a manner which is, as far as possible, adapted to their individual disability. The Board of Examiners can ask for expert advice from the academic advisor of the faculty and/or the student counselor of the Student Service Center before taking a decision.
6. In exceptional cases, the Board of Examiners may grant a student permission for an oral exam. For this purpose, a written request must be submitted to the Board of Examiners. If the Board approves the request, in principle the following conditions apply:
   a. During an oral exam, only one person is tested
   b. An oral exam is administered by at least two examiners
   c. An oral exam takes place in public
Article 5.6 Written papers and assignments
The Board of Examiners can draw up guidelines for papers or other forms of assessment. These guidelines will be included in the manual pertaining to the relevant part.

Article 5.7 Internship
Article 5.7.1 Research Internship
1. The Board of Examiners determines the requirements regarding the nature and content of a Research Internship in the internship regulations.
2. The Research Internship regulations are set out in appendix 1 in the Rules and Regulations.
3. In order to ensure that the Research Internship proceeds smoothly, further guidelines have been drawn up which can be found in the manual on Research Internships. The manual can be downloaded from the student portal/AskPsy.nl.
4. A student can do a Research Internship only once during the student’s programme of study. During the Research Internship the student will be supervised by the Faculty.

Article 5.7.2 Clinical Internship (where applicable)
1. The Board of Examiners determines the criteria regarding the nature and content of the Clinical Internship in the internship regulations.
2. The Clinical Internship regulations are set out in appendix 2 in the Rules and Regulations.
3. In order to ensure that the clinical internship proceeds smoothly, further guidelines have been drawn up, which can be found in the manual on Clinical Internships. The manual can be downloaded from The student portal/AskPsy.nl.
4. A student can do a Clinical Internship only once during the student’s programme of study. During the Clinical Internship the student will be supervised by the Faculty.

Article 5.8 Attendance in Tutorial Group Meetings
1. The Board of Examiners lays down the percentage for compulsory attendance in the tutorial group meetings in the Rules and Regulations, articles 4 and 5, and determines how the actual attendance of each student is registered.
2. If attendance has been met in a given academic year, this will be valid for the remainder of the study, even if the exam is not passed in that year.

Article 5.9 Determining and Publishing Results
1. The Board of Examiners determines the norms for the exam of each part of the examination.
2. The examiner determines the result of a written exam within 15 working days after the day on which the exam took place, and provides the education office with the information needed for publishing the result to the student.
3. When the result of a written exam is announced, it will be indicated on The student portal/AskPsy.nl how and when the student can review the exam and file an appeal as referred to in article 6.4.
4. With respect to an exam that has been administered in a different way than in writing, the Board of Examiners determines the way and period in which the result will be announced.

Article 5.10  Exam Inspection
1. Within 25 working days of the date on which the exam was given, including a computer-based exam, students may inspect their exam.
2. Within the period referred to in paragraph 1, interested students are allowed to inspect their own exam results and may, upon request, inspect the questions and assignments for a written exam and the standards based on which the exam was assessed.
3. During the exam inspection students are not allowed to have communication devices and/or other electronic devices at their disposal, neither to take the exam and answer key outside the room where the inspection takes place nor to copy these documents in any form.

Article 5.11  Proof of Having Passed Courses/Modules
Once a student has taken part in a sufficient number of tutorial group meetings and has successfully completed the exam and any associated practical training of the part, this will count as proof of having passed the relevant course. The proof will be obtained after an examiner has declared that the requirements for that part of the examination have been complied with. A condition for obtaining proof of having passed a part is that the student has complied with the admission requirements for the relevant part of the examination. The Board of Examiners can revoke the decision of the examiner if the admission requirements have not been complied with.

Article 5.12  Period of Validity
1. As a rule, the period of validity of examination components is unlimited. Contrary to the above, the Board of Examiners may require the student to take an additional or replacement exam or exam component for an exam which was passed more than six years ago if the student’s knowledge or insight that was examined is demonstrably outdated or the skills that were examined are demonstrably outdated.
2. If exceptional circumstances apply as referred to in Article 7.51 paragraph two of the Act, the period of six years in paragraph one will be extended by the duration of the financial support the student receives from the profiling fund.
3. Sub-exams and assignments which were passed within a course/module which was not passed can lose validity after the academic year in which they were passed unless the Board of Examiners states otherwise.

Article 5.13  Retention Period of Exams
1. Assignments, results and assessments of written exams will be saved 2 years after the exam results have been determined.
2. Theses and the assessment of theses will be saved at least 7 years after the thesis has been assessed.
3. The diploma and the list of examination components will be saved 30 years.
Article 5.14 Exemptions
1. The Board of Examiners can, at the request of a student, and having heard the relevant examiner(s), grant the student exemption from taking an exam or other assessment, if the student provides satisfactory written proof that the student:
   a. has already successfully completed a similar part at a university that is equivalent in content and level;
   b. possesses sufficient knowledge and skill in relation to the relevant exam by way of work, or professional experience.
2. The same period of validity applies to exemptions as to examination results (see article 5.12).
3. The following restrictions regarding exemptions apply:
   a. In the Master’s programme, a maximum of 10 credits may be exempted. Only theoretical parts of the programme (see article 3.6) may be exempted.
   b. The Board of Examiners will not grant any exemption based on exams passed by a student outside the programme during the period in which the student was barred from taking exams for the programme by the Board of Examiners because of fraud.

Article 5.15 Grade Point Average (GPA)
1. A weighted average score (GPA) is calculated for all parts of the examination which are assessed on a ten-point rating scale with the exception of the elective courses and, if applicable, the honours programme.
2. On a provisional transcript, the GPA can also include an insufficient grade.
3. On a provisional transcript, an exam that has not been taken will not be included in the GPA. In that case the number of credits obtained will be reported in relation to the number of credits that could have been obtained in the form of a progress rate.

Article 5.16 Fraud
1. Fraud, including plagiarism, is understood as a student’s act or failure to act that makes it partially or fully impossible to correctly assess the student’s knowledge, insight and skills.
2. Plagiarism is understood as the presentation of one’s own or other people’s ideas or words without adequate reference to the source.
3. If the Board of Examiners establishes that a student has committed fraud in an exam or exam component, it may impose suitable measures.
4. Repeat offenses of fraud are, either within the faculty or at another UM faculty, considered an aggregating circumstance.
5. In serious cases of fraud, the Board of Examiners can propose to UM’s Executive Board that the student(s) concerned may be permanently deregistered from the programme.
6. The Rules and Regulations elaborate on what is understood as fraud and what measures can be imposed by the Board of Examiners.
Article 5.17 Invalid exam
If an exam involves irregularities that make it impossible to accurately assess the student’s knowledge, insight and/or skills, the Board of Examiners may declare the exam invalid for both the student and a group of students.

Article 5.18 Unsuitability (Judicium Abeundi)
1. In exceptional circumstances and after carefully weighing the interests at stake, the Board of Examiners and the Dean/Faculty Board may request the Executive Board to terminate or deny a student’s registration for a programme if, through the student’s conduct or statements, the student shows that the student is unsuitable to practice one or more professions for which the programme the student is enrolled in, is training the student for, or is unsuitable for the practical preparation for the profession. The Dean/Faculty Board, the Board of Examiners and the Executive Board will reach a decision in accordance with the Judicium Abeundi Protocol adopted by the Dutch Federation of University Medical Centres on 1 November 2010.
2. The relevant clauses of Maastricht University’s Enrolment Provisions apply.

Section 6 Examination

Article 6.1 Examination
1. The Board of Examiners determines the result of the examination and grants the diploma as meant in art. 6.3 as soon as the student has fulfilled all the requirements of the examination programme.
2. Before determining the result of the examination, the Board of Examiners can decide to examine the student’s knowledge with respect to one or more parts of the study programme, should the results of the relevant exam give reason for this.
3. To pass the examination, the student must have passed all components as defined in art. 3.7 of the Education and Examination Regulations or an exemption has been granted.
4. To pass the examination and receive the certificate, the student must also have been registered for the programme during the period that the exams were taken, the student was supervised or work of the student was assessed.
5. A certificate may only be issued after it has been shown that the student has satisfied all the obligations, including paying the tuition fees.
6. The last day of the month in which the student fulfilled all the examination requirements will be considered the examination date (graduation date).
7. Students who have passed the examination and who are entitled to the issuance of a certificate may, stating reasons, ask the Board of Examiners not to do this yet. This request must be submitted at least one month before the final assignment is turned in or the final exam is taken. The Board of Examiners in any event grants the request if the student has held/will hold a board position for which financial support from the “Profileringsfonds” was/will be granted for at least nine months or a Student Introduction Committee (‘INKOM’) board position.
Article 6.2 Degree
The student who has passed the examination successfully will be awarded the degree of “Master of Science” and will receive the diploma belonging to the Master’s examination as proof of this.

Article 6.3 Diploma and statements
1. As proof that the assessment was successfully completed, the Board of Examiners issues a diploma, after it has been stated by or on behalf of UM’s Executive Board that the procedural requirements for receiving the diploma have been met. The diploma is based on the model that UM’s Executive Board has adopted. Even though the Master’s programme consists of different Master specialisations, only one diploma will be issued for the Master’s programme.
2. The diploma issued as a result of having passed the examination successfully will contain:
   a. the name of the institution;
   b. the name of the study programme;
   c. the name of the specialisation;
   d. the degree awarded;
   e. the date on which the programme was most recently accredited or was subjected to the new programme exam.
3. Students who are entitled to a diploma may, stating reasons, ask the Board of Examiners not to issue this yet.
4. The diploma will be signed by the Chair of the Board of Examiners and the Dean of the Faculty.
5. The diploma is awarded in public, unless the Board of Examiners decides otherwise, in special cases.
6. The certificate includes a list of the examination components;
7. An English diploma supplement will be issued with the diploma as referred to in article 7.11 paragraph 4 of the Act. This diploma supplement is based on the model adopted by UM’s Executive Board, and is in compliance with the agreed European standard format.
8. The Board of Examiners can award the diploma with the qualifications of ‘Cum Laude’ or ‘Summa Cum Laude’ in accordance with the Rules and Regulations for the Master’s Examination.
9. Students who have passed more than one exam and who cannot be issued a certificate will upon request, receive a statement issued by the Board of Examiners, which at least indicates the exams that they passed.

Article 6.4 Right of appeal
Within 6 weeks after a decision has been announced by an examiner or the Board of Examiners a person concerned can file an appeal against this decision with the Complaint Service Point of the UM. The appeal needs to be signed and dated and needs to bear the name and address of the petitioner, as well as the grounds for appeal and, if possible, a copy of the decision against which the appeal is lodged.
Section 7 Study Guidance

Article 7.1 Study Progress Administration
1. The Faculty registers the individual study results of the students in such a way that they can be consulted by the students via the student portal.
2. To each student, the Faculty points out at least once a year (preferably in May) to check the student’s overview of the study results obtained by the student.

Article 7.2 Study Guidance
The Faculty sees to the introduction and study advice and guidance of the students who have been enrolled in the study programme.

Section 8 Transitional and Concluding Conditions

Article 8.1 Amendments
1. Amendments in these regulations will be determined by special decision of the Faculty Board following a recommendation of the study programme commission and after permission is obtained from or after consultation with the Faculty Council.
2. An amendment in these regulations does not apply to the current academic year, unless the interests of the students are not adversely affected by it.
3. Furthermore, an amendment cannot be to the detriment of students by affecting any other decision that has been taken by the Board of Examiners on the basis of the original regulations.

Article 8.2 Publication
1. The Faculty Board sees to the proper publication of this regulation, of the Rules and Regulations that have been determined by the Board of Examiners, and also of any changes in these, by, for example, placing a notice on the Faculty website/the student portal/AskPsy.nl.
2. Interested persons can obtain a copy of the documents referred to in paragraph 1 from the education office.

Article 8.3 Evaluation
The Faculty Board will ensure that the education of the programme is regularly evaluated, assessing at least – for the purpose of monitoring and if necessary adapting the student workload – the amount of time students need to complete their duties as set out therein.

Article 8.4 Unforeseen Cases/Hardship Clause
1. The Board of Examiners decides in cases which have not been foreseen by these regulations.
2. The Board of Examiners has the right to deviate from these regulations in individual cases, if a strict adherence will, in its opinion, result in an unfair outcome for the individual, in view of the special circumstances.
Article 8.5  Date of Taking Effect
These regulations will come into force on 1 September 2019 and will be effective for the 2019-2020 academic year.

Adopted by the Faculty Board on 21 May 2019

Appendix 1  Accountability for the language of instruction

The choice for the language of instruction of the Master in Psychology is in line with the UM Code of Conduct on language in accordance with the Dutch Higher Education and Research Act (WHW) art. 7.2. Because of the specific educational nature and profile of the Master in Psychology, teaching and examinations are conducted in English. This guarantees the quality of education, because:

- **The labour market demands internationally oriented (English speaking) alumni.**
  Therefore, the content of the programme has an international orientation and focus. Labour markets within the region of Maastricht University (positioned within the Euregion) go beyond borders, and many large companies in this region are international. International communication and international benchmarking have also become important aspects of psychological science. Our large international student population in the master’s programme increases the likelihood that students will work in an international team and require intercultural skills. Moreover, the programme is research-oriented within the field of psychology. Psychology is an international discipline, implying that most scientific literature is in English. The master’s programme is therefore taught entirely in English.

- **The academic community (including the programme’s teaching staff) is internationally oriented.**
  The Faculty has naturally grown into an international and diverse community. The international community facilitates the quality of the education and research at our faculty. By offering education in English, we can recruit high quality staff on an international level, and thus be more selective regarding our quality standards for staff members. The Faculty of Psychology and Neuroscience also fosters internationalisation and diversity within the programme. This enables the students to obtain competencies related to communicating with people from various backgrounds and learn about inclusiveness in an international classroom. Offering English education facilitates more diversity within the student population and thus within the problem based tutorial groups (PBL). Moreover, given the increasing importance of international research experience in scientific and career development, students are also encouraged to pursue a challenging internship outside the Netherlands. Staff members can help the students to locate international research groups via their own extensive networks of colleagues throughout the world.
• The student intake and current population is internationally diverse and English is the common language. The yearly intake in the master’s programme represents 41 nationalities in 2018-2019.
2. Rules and Regulations for the examination of the study programme of the Master in Psychology

Article 1 Scope of the rules and regulations
1. These rules and regulations apply to the education, exams and examination for the Master’s study programme in Psychology of the Faculty of Psychology and Neuroscience.
2. The rules and regulations apply to all students who are registered for the study programme.
3. Contrary to what is stated in 1 and 2 of this article, the regulations as mentioned in the Education and Examination Regulations that applied to a student at the start of the study programme, will be applicable to that student.
4. The rules and regulations are each year adjusted and enacted by the Board of Examiners.

Article 2 Board of Examiners
The Board of Examiners sees to the execution of the Regulation for the Master’s Examination and its parts, taking into account the Act and the Education and Examination Regulations concerning the organisation and scope of the examinations of the psychology study programme of the Faculty of Psychology and Neuroscience. The Board of Examiners will designate examiners to conduct the interim examinations. In particular cases the Board of Examiners can annul decisions taken by the examiners, when, e.g., a student has not complied with the admission requirements for a part of the examination which the student has taken.

Article 3 Examiners
1. Academic staff who are appointed coordinator of a teaching component/course/module, also have, as the responsible examiner, final responsibility for the examination of that teaching component/course/module.
2. Academic staff who are teaching in a teaching component/course/module, are authorised to act as executive examiner/assessor, meaning that they can, under the final responsibility of the course coordinator, construct, correct and assess exam questions, correct and assess papers and assignments, and assess presentations.
3. The Board of Examiners can appoint other members of the academic staff and experts from outside the programmes as executive or responsible examiner.
4. Experts from outside the Faculty cannot act as (executive) assessor unless the Board of Examiners has approved a reasoned request by the relevant director of studies.
5. The Board of Examiners can revoke the appointment as examiner if the examiner does not act in accordance with the law and regulations or guidelines of the Board of Examiners, or if the examiner has repeatedly shown a lack of competence in the area of examining (constructing, administering, assessing).
6. The first supervisor of a research internship and master’s thesis must have a PhD degree and at least one of the two examiners must be a member of the Faculty's academic staff. In case of an internship at the UM, a PhD student can be a first supervisor as of the student’s third year, if the PhD student has been at least a second assessor twice. In that case, the second assessor needs to have a PhD. The internship coordinator is the person responsible for ensuring these requirements are met.

Article 4 Proof of Having Passed a Course/Module
1. Courses
A student can have a course registered as having been passed if the following requirements have been met:
   a. A minimum of 70% attendance at the tutorial group meetings. A student who arrives after the official starting time of the meeting or leaves before the ending time of the meeting can be considered not to have attended. In order to be admissible for course examination the admissibility to the course examination, a student must have attended a minimum of 70% of the tutorial group meetings. If a student has not complied with the attendance obligation, the grade of the exam will be declared invalid.
   b. A satisfactory assessment and attendance for those practical training sessions that are part of the course (practical training without credits). There is an attendance of 100% for the practical sessions. A student who arrives after the official starting time of the meeting can be considered not to have attended. If a student has not complied with the attendance obligation but has not missed more than one meeting, the student will be able to apply for a compensatory assignment;
   c. At least sufficient grades for the final course exam. A course exam is passed when a grade of 6.0 or higher has been obtained.

2. Practical training (with credits)
A student can have a practical training (with credits) registered as having been passed if the following requirements have been met:
   a. Attendance of 100% of the practical sessions. A student who arrives after the official starting time of the meeting can be considered not to have attended. If a student has not complied with the attendance obligation but has not missed more than one meeting, the student will be able to apply for a compensatory assignment;
   b. Timely and satisfactory completion of the required assignments. This requires at least sufficient grades for the final assessment. A practical training is passed when a grade of 6.0 or higher has been obtained.

Article 5 Attendance Obligation
1. There is a 100 % attendance obligation in the case of the practical training sessions. It may happen that for certain courses no distinction is made between
tutorial group meetings and practical training sessions. In this case there will be a minimum of 9 and a maximum of 18 meetings for those courses and there will be an attendance obligation of 70%.

2. There will be an attendance obligation of at least 70% with respect to the tutorial group meetings in each course:
   - on a total of 18 meetings: at least 13 meetings;
   - on a total of 16 or 17 meetings: at least 12 meetings;
   - on a total of 15 meetings: at least 11 meetings;
   - on a total of 13 or 14 meetings: at least 10 meetings;
   - on a total of 12 meetings: at least 9 meetings;
   - on a total of 11 meetings: at least 8 meetings;
   - on a total of 9 or 10 meetings: at least 7 meetings;
   - on a total of 8 meetings: at least 6 meetings;
   - on a total of 6 or 7 meetings: at least 5 meetings;
   - on a total of 5 meetings: at least 4 meetings;
   - in the case of 4 or fewer meetings there is an attendance obligation of 100%.

3. The attendance in the tutorial group meetings and the practical training sessions will be registered by the tutor on the attendance form for each tutorial group.

4. If a student has not complied with the attendance obligation, the relevant course will not be registered as having been passed.

5. If attendance has been met in a given academic year, this will be valid for the remainder of the study, even if the exam is not passed in that year.

Article 6  Cum Laude and Summa Cum Laude Pass

1. The pass ‘Cum Laude’ is attached to the Master’s examination if each of the following requirements has been met:
   - A weighted grade point average (GPA) of at least 8.00 for all parts of the examination. Grades will be weighted according to the number of course credits (see also article 3.6.);
   - A weighted average of at least 8.00 for the courses offered in period 1 and 2;
   - Furthermore, no part of the examination may have been passed in a re-sit;
   - Master’s Thesis: a grade of at least 8.0;
   - If applicable: Clinical Activities Report of at least 8.0.
   - All courses/modules offered in period 1 and 2 need to be passed within the academic year the student started the Master’s programme.
   Cum Laude will not be awarded if more than 5 credits are exempted.

2. The pass ‘Summa Cum Laude’ is attached to the master’s examination, if each of the following requirements has been met:
   - A weighted grade point average (GPA) of at least 9.00 for all parts of the examination. Grades will be weighted according to the number of course credits (see also article 3.6.);
   - A weighted average of at least 9.00 for the courses offered in period 1 and 2;
   - Furthermore, no part of the examination may have been passed in a re-sit;
   - Master’s Thesis: a grade of at least 9.0;
• If applicable: Clinical Activities Report of at least 9.0.
• All courses/modules offered in period 1 and 2 need to be passed within the academic year the student started the Master’s programme.

Summa Cum Laude will not be awarded if more than 5 credits are exempted.

Article 7 Exemptions
1. Request for exemption from taking an exam or undergoing another part of the examination on the strength of what has been determined by the Act will be submitted to the Board of Examiners. Written proof must be submitted to support the request in English or Dutch. Only official certified translations in English or Dutch will be processed.
2. The Board of Examiners makes a substantiated decision within four weeks after having received the request. The Board of Examiners is entitled to extend this period of four weeks by an additional period of four weeks. The student will be informed about the Board of Examiners’ decision in writing.
3. A request for exemption will only be considered if it has been submitted by a student who is enrolled at the Faculty and who has fulfilled the student’s financial requirements.

Article 8 Re-sits
The following re-sit arrangements apply to students who in the first instance have not passed a course/module of the master’s examination.
1. Course exam
   The student who fails a course exam will get one opportunity per academic year to re-sit that exam. If a student passes the initial exam the student cannot re-sit the exam. In case of a re-sit the highest mark counts.
2. Practical Training
   If the assessment of a practical consists of a paper, the paper can be rewritten only when it has been turned in before the deadline and a serious attempt has been made, but has failed.
3. Papers
   There will be one chance per academic year to redo papers (including the research proposal). Note that for the master’s thesis, the re-sit is likely to take place within the next academic year. This will consist of rewriting the relevant paper. A paper can be rewritten only when it has been turned in before the deadline and a serious attempt has been made, but has failed.

Article 9 Extra exam or other format of exam
1. In special cases, the Board of Examiners may decide to grant a student a different test format of exam and/or an extra exam opportunity in addition to the regular exam and re-sit. This decision will only be taken if it is based on exceptional demonstrable personal circumstances of a student, which would cause disproportionate study delay. Special personal circumstances that can be considered are:
a. illness of the student in question;
b. pregnancy of the student in question:
c. special family circumstances;
d. administrative activities as referred to in Art. 2.1 paragraph 1 under e, f and g of the Act.

**Article 10 Fraud, including Plagiarism and fabricating and/or falsifying survey or interview answers or research data**

1. The Board of Examiners may impose one of the disciplinary measures set down in paragraph 7 of this article if it establishes that a student, in any exam or exam component:
   a. has had any unauthorised aids/devices, texts or notes at the student’s disposal, or has used unauthorised electronic aids and/or (communication) devices as mentioned in the Rules of Procedures for Exams;
   b. has communicated or tried to communicate with another student, either verbally or through gesture, without permission from an invigilator, examiner, or Board of Examiners member;
   c. has copied or attempted to copy from another student, or has provided the opportunity to copy;
   d. has posed as someone else or let someone else pose as the student’s;
   e. has deliberately misled, or at least attempted to mislead or provided the opportunity to mislead an invigilator, an examiner, a corrector or the Board of Examiners with respect to the exam.

2. The Board of Examiners may impose one of the disciplinary measures set down in paragraph 7 of this article if it establishes that a student has committed plagiarism in any exam, part or component, including:
   a. using or copying the student’s personal or other people’s texts, data, ideas or thoughts without adequate reference to the source;
   b. presenting the structure or central body of thought from others without adequate reference to the source and thus passing it off as the student’s own;
   c. not clearly indicating in the text, for example via quotation marks or a certain layout, that verbatim or nearly verbatim quotes have been used;
   d. paraphrasing the content of the student’s own or other people’s texts without adequate reference to the source;
   e. copying video, audio or exam material, software and programme codes from others without adequate reference to the source and thus passing them off as the student’s own;
   f. copying work from other students and thus passing it off as the student’s own;
   g. submitting work or assignments acquired from or written by a third party (whether or not for payment) and thus passing them off as the student’s own.

3. The Board of Examiners may impose one of the disciplinary measures set down in paragraph 7 of this article if it establishes that a student has fabricated and/or falsified survey or interview answers or research data.
4. During the exam inspection students are not allowed to have communication devices and/or other electronic devices at their disposal, neither to take the exam and answer key outside the room where the inspection takes place nor to copy these documents in any form. The Board of Examiners may impose one of the disciplinary measures set down in paragraph 7 of this article if it establishes that a student did not adhere to these rules.

5. In case of fraud / plagiarism in group assignments, all students in the group are in principle responsible for fraud / plagiarism unless it is clear that only one student has committed fraud. In that case only the student in question will be penalized.

6. If the Board of Examiners establishes that a student has committed fraud in any way in any exam or exam component, it can impose a measure set down in paragraph 7.

7. In the cases referred to in paragraphs 1 to 6 the Board of Examiners can declare the results of the relevant exam or part in question invalid, as well as impose the following disciplinary measures:
   • a reprimand
   • exclusion from participation or further participation in one or more exams in the programme for a period of at most one year.

8. In serious cases of fraud, the Board of Examiners can propose to the UM's Executive Board that the student(s) concerned be permanently deregistered from the programme.

9. Before the Board of Examiners imposes an appropriate disciplinary measure, or makes a proposal to the Executive Board, the student in question is given the opportunity to be heard.

10. If fraud is established, this is included in the student’s dossier.

11. If, after investigation, it is ultimately determined that the student concerned did not commit fraud, the names will be removed from the correspondence about the alleged fraud and the correspondence will not be included in the student’s dossier.

12. The Board of Examiners does not grant exemptions on the grounds of study results obtained elsewhere while the student was excluded from participating in the programme’s exams because fraud was committed.

**Article 11 Implementation and Date of Coming into Effect**

1. The Board of Examiners will decide in all cases that have not been foreseen by the Rules and Regulations.

2. These Rules and Regulations take effect in the academic year 2019-2020.

*Thus enacted by the Psychology Board of Examiners at its meeting of 21 May 2019.*
3. Appendices with Rules and Regulations for the examination of the study programme of the Master in Psychology

Appendix 1  Regulations for the Research Proposal, Research Internship and Master’s Thesis

Article 1  Research Proposal

1. A research proposal is an independently written proposal concerning research which the student intends to perform during the student’s research internship.
2. The research proposal consists of the following parts:
   • a brief theoretical background of the research;
   • the question posed by the research;
   • a description of the research plan;
   • a description of the research methods which will be applied;
   • a description of the techniques which will be used for processing and analysing the data;
   • a timetable.
3. The guideline for the length of the research proposal is 1600 to 2800 words.
4. Experts from outside the Faculty cannot act as (executive) assessor unless the Board of Examiners has approved a reasoned request by the relevant director of studies.
5. If the research proposal is judged to be unsatisfactory, the regulation about re-sits for papers, article 8, paragraph 3, Rules and Regulations for the master’s study programme, applies.
6. The research proposal must be submitted within 6 weeks of commencing the research internship.
7. The research proposal will be assessed as pass/fail.
8. For the number of credits of an approved Research Proposal, see article 3.6.
9. Before the student can commence research activities, formal permission for the study must have been obtained from the appropriate Ethics Commission/Institutional Review Board.

Article 2  Research Internship

1. A student has to do a research internship at the conclusion of the student’s study programme.
2. The purpose of the internship is an orientation into the research field of psychologists.
3. During the internship, the student conducts a scientific research project.
4. The student notifies the education office about the Internship at least one month before the start of the internship by means of a research internship notification form. The Board of Examiners checks whether the student has complied with the requirements in article 4.2 of the examination regulations. In addition, certain internships may require that practical or skills training(s) have been completed.
If at least 8 credits of the core courses have been obtained of the modules offered in periods 1 and 2 and Academic Skills of period 3 is passed (this last requirement does not apply to the Specialisation Work and Organisational Psychology), the research internship can be started at the earliest at the start of Period 4. In all other cases the internship can only start after period 4 at the first of the month after which the above mentioned credits have been obtained.

5. An internship agreement is drawn up for the internship in which a number of arrangements are set out between the institution where the internship takes place, the supervisor from the Faculty and the student. A copy of this agreement is sent to the education office at least one month before the internship starts.

6. The student will be supervised during the internship by a supervisor from the Faculty and/or a supervisor from the institution where the internship takes place (internship supervisor). The task of the supervisor from the Faculty and/or the internship supervisor consists in advising the student on matters of content with respect to the internship activities and the reporting of these in a master's thesis. In addition the supervisor from the Faculty is the contact person with the Institution where the internship takes place.

7. The internship is registered as having been completed successfully by the internship supervisor or the supervisor from the Faculty on an assessment form, which is sent to the education office.

8. The final grade for the practical part of the research internship needs to be at least 6.0.

9. For the number of credits of a satisfactory completion of the internship see article 3.6.

**Article 3 Master’s Thesis**

1. A Master’s thesis is an independently written report on the research that has been conducted during the internship.

2. The Master’s thesis is an individually written paper.

3. The Master’s thesis is assessed on several criteria. The final grade for the thesis, based on these criteria, needs to be at least 6.0.

4. The student needs to send the final version of the Master’s thesis to an e-mail address that is published on the student portal/AskPsy.nl and to the institutional supervisor/first supervisor and to the UM faculty supervisor/second supervisor. Assessment forms have to be filled in and signed by the supervisor, and have to be sent back to the education office within 15 working days. If the deadline for submitting the assessment falls within the summer holiday period for primary and secondary education in the South region of The Netherlands, then the assessment deadline for the supervisor will be extended with 20 extra working days. This means that the deadline can be maximal 35 working days. However, in any case the assessment of the master’s thesis must be submitted before 15 September. The education office keeps the electronic version of the clinical activities report for filing.

5. If the Master’s thesis is awarded insufficient grades, the Regulation for Re-sits of
6. The Master’s thesis is graded by averaging the scores given by the first and the second assessor. Both grades must be at least 6.0 and the difference between the grades may not be more than 2 grades.
7. For the number of credits of a satisfactory assessment of the Master’s thesis see article 3.6.

Appendix 2 Regulations for the Clinical Internship and Clinical Activities Report

Article 1 Clinical Internship
1. A complete clinical internship consists of 13 weeks or the equivalent of 520 hours (consisting of minimally 200 hours diagnostics as part of the partial fulfilment for the Psychodiagnostics registration) of clinical work (including clinical activities report and clinical supervision).
2. The purpose of the clinical internship is an orientation in the clinical field of neuropsychology.
3. During the internship the student conducts clinical psychological tasks.
4. The student notifies the education office about the internship at least one month before the start of the internship by means of a clinical internship notification form. The Board of Examiners checks whether the student has complied with the requirements in article 4.2 of the examination regulations.
   If at least 8 credits of the core courses have been obtained of the modules offered in periods 1 and 2 and Academic Skills of period 3 is passed, the clinical internship can be started at the earliest at the start of Period 4. In all other cases the internship can only start after period 4 at the first of the month after which the above mentioned credits have been obtained.
5. An internship agreement is drawn up for the internship in which a number of arrangements are set out between the institution where the internship takes place, the clinical internship coordinator from the Faculty and the student. A copy of this agreement is sent to the education office at least one month before the internship starts.
6. The student will be supervised during the internship by a supervisor from the Faculty and a supervisor from the institution where the internship takes place (internship supervisor). The task of the internship supervisor from the institution is to guide and monitor the student’s clinical activities.
7. The internship is registered as having been completed successfully when the clinical internship coordinator has approved the student’s clinical activities report (including the 3 case reports), has received a satisfactory assessment of the internship performance from the supervisor at the institution where the internship took place, and has sent the relevant assessment form to the education office.
8. For the number of credits of a satisfactory completion of the internship see article 3.6.
Article 2  Clinical activities report
1. A clinical activities report is an independently written report on the clinical work that has been conducted during the internship.
2. The clinical activities report is an individually written paper.
3. The clinical activities report is assessed on the following aspects: Overview Dutch Mental Health Services (incl. internship activities), Regulations of the Dutch health care system (incl. Ethics for psychologists), SWOT analyses, and 3 Case reports. The final grade for the report, based on the abovementioned aspects, needs to be at least 6.0.
4. The student needs to send the final version of the clinical activities report to an e-mail address that is published on the student portal/AskPsy.nl and to the UM faculty supervisor. Assessment forms have to be filled in and signed by the supervisor, and have to be sent back to the education office within 15 working days. If the deadline for submitting the assessment falls within the summer holiday period for primary and secondary education in the South region of The Netherlands, then the assessment deadline for the supervisor will be extended with 20 extra working days. This means that the deadline can be maximal 35 working days. However, in any case the assessment of the clinical activities report must be submitted before 15 September. The education office keeps the electronic version of the clinical activities report for filing.
5. The clinical activities report is graded by the Faculty supervisor.
6. If the clinical activities report is awarded insufficient grades, the Regulation for Re-sits of Papers, article 8, paragraph 3 of the Rules and Regulations for the master’s study programme apply.
7. For the number of credits assigned to a satisfactory assessment of the clinical activities report, see article 3.6.