



## Open Enrolment Programmes: Course Advice Spring 2022

Welcome to the Center for European Studies! We are looking forward to welcoming you to Maastricht, the Netherlands. Before you arrive, your programme coordinator at CES is going to advise you regarding your course selection and help you register for courses. This guide will help you understand the way that the academic system at Maastricht University is organised so that you can make informed decisions and sign up for the right courses.

CES offers five Open Enrolment Programmes (OEPs):

- [Business & Economics in Europe](#)
- [Humanities & Social Sciences in Europe](#)
- [Politics, Law & International Relations in Europe](#)
- [Psychology & Neuroscience in Europe](#)
- [Public Health & Medicine in Europe](#)

If you follow the link to the programme you signed up for, you will find a Courses & Curriculum tab on the page that links to an overview of all the courses you can choose from.

### What's different?

Let's start with the way that the system in Maastricht might be different from what you're used to back home. First of all, there is no add/drop period once courses have started, there is no auditing a class, final class schedules aren't published until a week or so before classes start (and even then can still be subject to change) and the registration deadlines for classes are months in advance. Luckily though, you have a very experienced CES coordinator ready to tackle these challenges with you. 😊

### Course advising at CES: some basic guidelines

What does this mean for the course advising process? There are a few rules to keep in mind:

- Deadlines are important and not controlled by CES. *If you miss a registration deadline, we might not be able to get you into the class of your choice.*
- Make course registration a priority during the coming weeks. *Please keep an eye on your email, respond promptly and set up a Zoom appointment as soon as possible.*
- Make sure you get into the right class and get your courses approved at your home university or college. *We ask all students to confirm that they will get credit for each class they sign up for. We also send out course manuals to make double sure that the course is suitable. Because once you are registered for a course, we can only address changes for academic reasons and ONLY before classes start.*
- Maastricht University students have the opportunity to resit an exam in case they fail. *Resits usually take place after the CES programme has officially ended and require students to be in Maastricht. So unfortunately, resits are not an option for most CES students. If you are struggling throughout a course please feel free to contact your programme coordinator in due time so they can support you with your exam preparation.*

### Programme structure

Each CES semester is 18 weeks long and starts with an extensive two-week introduction, followed by two 'block periods' of classes of 8 weeks each:

- Fall semester: block periods 1 and 2;
- Spring semester: block periods 4 and 5.

### **Credits**

The number of credits awarded per course varies widely per department, from 1 ECTS to 12 ECTS. Students can earn a minimum of 24 and maximum of 32 ECTS per semester. In each half of the semester students can take an average of 12 and a maximum of 18 ECTS credits (for example by taking two classes of 5-6.5 ECTS credits at the same time, or one class of 12 ECTS credits). How many credits you need depends on your home university or college.

### **What's the education like?**

Most Faculties/Schools use Problem-based learning (PBL), a small-scale educational system (max. 15 students per group), in which students take an active role in their own learning process: discussing and solving cases, giving presentations, etc. The role of the professor (tutor) is that of a guide or mentor, who oversees the learning process, but tries to interfere as little as possible. Because classes are so small, there is a lot of emphasis on participation and attendance. To familiarize yourself with PBL, we recommend exploring '[The Problem-based learning preparatory website](#)' (made by SBE) or watching this video:



### **What can you expect regarding class hours?**

A class consists of tutorial meetings (small group meetings in which cases are discussed), lectures and sometimes skills trainings. It depends on the Faculty or School which activities are mandatory, but it is safe to say that attendance plays an important part and meeting the minimum number of class hours is a prerequisite for passing each course.

Classes typically meet 2-3 times a week. The number of total class hours per course varies from 4-8 hours per week; for every hour in class students are expected to spend 2-3 hours on study. 40 Hours a week is considered a normal workload (class time and self-study time).

### **Where to find an overview of courses?**

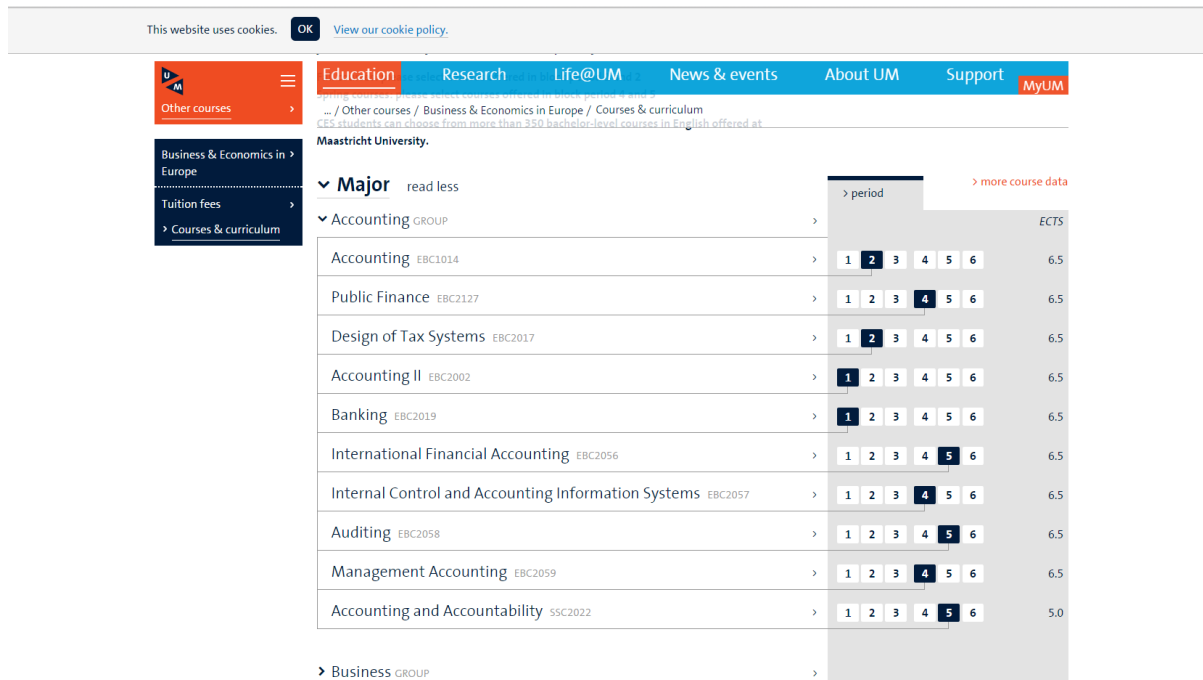
There are over 400 classes in English to choose from. Courses are published on the [CES website](#) under each programme. We differentiate between courses that are related to the programme (so-called 'programme-related Majors': for example Marketing classes in the Business & Economics in Europe programme) and courses that are not related to the programme (so-called 'Electives'). At least half the selected courses need to be programme-related.

If you go to Electives, you will see an overview of ALL courses offered via CES. These courses are taught at different departments (we say 'Faculty' or 'School') of Maastricht

University as well as at CES. The courses have been pre-selected by CES from all courses offered to exchange students at Maastricht University, based on their relevance, average grade, passing rates and previous student experience.

**So... how do you know which course is taught at which department?**

In the course overview on our website, you can tell by the **course code** at which department a course is taught. The **period** refers to the semester (Fall=1,2; Spring=4,5).



The screenshot shows the Maastricht University website interface. At the top, there is a navigation bar with links for Education, Research, Life@UM, News & events, About UM, and Support. Below this is a breadcrumb trail: / Other courses / Business & Economics in Europe / Courses & curriculum. The main content area is titled 'Maastricht University' and features a 'Major' section with a 'read less' link. Underneath, there is a 'Accounting' group containing a list of courses. Each course row includes the course name, code, a 'period' column with buttons for semesters 1 through 6, and an 'ECTS' column. The courses listed are: Accounting (EBC1014), Public Finance (EBC2127), Design of Tax Systems (EBC2017), Accounting II (EBC2002), Banking (EBC2019), International Financial Accounting (EBC2056), Internal Control and Accounting Information Systems (EBC2057), Auditing (EBC2058), Management Accounting (EBC2059), and Accounting and Accountability (SSC2022). Below the Accounting group, there is a 'Business' group link.

Course Name	Code	Period	ECTS
Accounting	EBC1014	1 2 3 4 5 6	6.5
Public Finance	EBC2127	1 2 3 4 5 6	6.5
Design of Tax Systems	EBC2017	1 2 3 4 5 6	6.5
Accounting II	EBC2002	1 2 3 4 5 6	6.5
Banking	EBC2019	1 2 3 4 5 6	6.5
International Financial Accounting	EBC2056	1 2 3 4 5 6	6.5
Internal Control and Accounting Information Systems	EBC2057	1 2 3 4 5 6	6.5
Auditing	EBC2058	1 2 3 4 5 6	6.5
Management Accounting	EBC2059	1 2 3 4 5 6	6.5
Accounting and Accountability	SSC2022	1 2 3 4 5 6	5.0

**What is each Faculty or School like?**

Maastricht University has two main locations: one in downtown Maastricht (inner city campus) and one at biking distance across the river (Randwyck campus). In the overview below, you can find a short characterisation of each department or school. Keep in mind that each Faculty or School has its own set of rules and deadlines.

**Inner city campus**

[Center for European Studies \(CES\)](#)

- Course code: ART, BUS, DUT, ECO, EUH, LIT, PHI, PNE, POL, POS
- Credits per class: 6.0–9.0 ECTS

CES classes typically include a field trip and bring in local expertise to illustrate the regional and European context. Classes are offered mainly to CES students only, so you will usually be in class with other non-EU students (often students from the US). Classes are worth 6.0 ECTS credits but can be expanded to 9.0 ECTS by writing an extra paper (Independent Study Project or ISP). CES classes are easy to combine with classes at most other Faculties, Schools or Departments.

**Overview of CES classes in Spring 2022:***Period 1*

- ✓ BUS2002 Leadership and Management in a Global World
- ✓ EUH2002 European Public Health in a Globalising World: Introducing Policy, Research and Practice
- ✓ LIT2002 Roaring Twenties, Nazi Terrors and the Cold War: European Experiences reflected in Literature
- ✓ POL3002 Law and Politics: Current Topics in the European Union
- ✓ POS2001 Positive Psychology

*Period 2*

- ✓ ART2002 Dutch Art History
- ✓ BUS3001 Economics of European Integration: Challenges, Policies and Practices in the European Business Environment
- ✓ BUS3011 Marketing – It's all about creating value
- ✓ PHI2002 Medical Ethics: Moral Healthcare Dilemmas from a European and Comparative Perspective
- ✓ POL3009 Europe in Crisis: Quo Vadis Europa?
- ✓ PNE2005 Developmental Neuropsychology

**IMPORTANT: Core Courses**

CES students are required to choose at least one CES class related to their programme in Maastricht, the so-called Core Course. They are free to choose one in the first or second half of the semester, or both. These courses are also open to students from other programmes, but then they count as Elective. Overview of Core Courses per programme:

- Economics & Business in Europe programme: BUS2002 or BUS3001 or BUS3011
- European Politics, Law & International Relations programme: POL3002 or POL3009
- Humanities and Social Sciences in Europe programme: ART2002 or LIT2002
- Psychology & Neuroscience in Europe: POS2001 or PNE2005 or PHI2002
- Public Health & Medicine in Europe: EUH2002 or PHI2002

[Faculty of Arts and Social Sciences \(FASoS\)](#)

- Course code: ACU, DOS, EUS, MCD, MES, MGD, MGT
- Credits per class: 5.0–12.0 ECTS

FASoS classes can mainly be divided into European Studies classes (EUS classes), which examine all aspects of the European Union (political, IR, sociological, etc.) and in Arts and Culture classes (ACU classes), which have a sociology/history/culture/philosophy angle. More recently FASoS added a new Bachelor in Digital Society (DSO classes). MCD, MES, MGD and MGT classes are only offered in the fall semester – they belong to minor programmes and should ideally be taken in chronological order. FASoS classes are usually worth 9-12 ECTS credits.

[University College Maastricht \(UCM\)](#)

- Course code: COR, HUM, SSC, SCI, SKI (skills)
- Credits per class: 5.0 ECTS (2.5 ECTS for skills)

UCM is Maastricht University's honours liberal arts college and home to a body of highly motivated students. UCM classes are taught by professors from different disciplines, faculties and schools, so it is possible to take a variety of classes (for example health,

psychology, literature, economics, sociology, history and art). Classes are typically worth 5.0 ECTS credits, but the workload is demanding. The minimum GPA requirement for UCM is 3.3 (at all other departments it is 3.0). One of the main concerns during course advising will be to find suitable classes and avoid scheduling overlap. The UCM registration deadline is the earliest so all students who want to take classes at UCM should talk to their CES advisor as soon as possible.

#### Faculty of Law (FoL)

- Course code: CRI, IER, LAW, MET, PRI, PUB
- Credits per class: 6.0–12.0 ECTS

Law classes at the Faculty of Law are bachelor law classes. The classes on offer have been pre-selected for CES students who might not have a strong background in law/legal studies. That said, it is important to realize that these classes are demanding and require students to study law texts in detail. Classes typically meet once or twice a week, but require extensive self-study. Classes are typically worth 6.0 ECTS credits. In the Spring semester classes at this faculty run one week longer.

#### School of Business and Economics (SBE)

SBE has a huge course offer and classes range from accounting to international business and from economics to marketing. SBE has a so-called Triple Crown accreditation, a distinction awarded to less than 1% of the Business schools in the world. Classes use student facilitations or classic PBL (depending on the class). Classes are worth 6.5 ECTS credits. For more information regarding SBE classes (including general timeslots and evaluations) please visit this [website](#).

In the Spring semester classes at this faculty run one week longer.

#### University Language Centre

In order to meet overseas requirements or to get to the necessary number of credits required by your home university or college, you might need to take an additional language course at the University Language Centre. Most students select Dutch, because it is required by their home university. You have several options: 1.0 credits or 3.0 credit classes that can be taken per block or for the entire semester.

### **Randwyck Campus**

#### Faculty of Health, Medicine and Life Sciences (FHML)

- Course code: BGZ, BMW, BMZ, EPH, GGZ, GZW, PGZ
- Credits per class: 9.0-12.0 ECTS

Classes at FHML often include skills trainings ('practicals'), so they typically have more contact hours than some other classes. That is why it might be hard to combine them with classes not taught at FHML. They can be divided into European Public Health classes (EPH) and other courses offered at the Health faculty. All the courses are part of a track; you can usually only take the second course of a track if you also take the preceding course within the same track.

#### Maastricht Science Programme (MSP), Faculty of Science and Engineering (FSE)

Course code: BIO, CHE, MAT PHY, NEU, INT

- Credits per class: 5.0 ECTS

The MSP is part of the Faculty of Science and Engineering, set up along similar lines as UCM. The focus however, lies on 5 disciplines: biology, chemistry, math, physics,

neuroscience and interdisciplinary courses. Courses are either taught in the PBL style or in Research-Based Learning (RBL).

[Data Science and Knowledge Engineering \(DKE\), Faculty of Science and Engineering \(FSE\)](#)

- Course code: KEN
- Credits per class: 4.0 ECTS

DKE classes are heavily math, AI and computer science oriented (with an emphasis on software, programming, algorithms and logic). DKE students typically take 3 classes of 4.0 ECTS each at the same time and the instructional format is project-oriented, instead of classic PBL.

[Faculty of Psychology and Neuroscience \(FPN\)](#)

- Course code: IPN/PSY
- Credits per class: 5.0-6.0 ECTS

FPN classes also often include skills trainings ('practicals') for which attendance is mandatory. Students taking classes at FPN are required to participate in the FPN orientation programme, which includes an extensive PBL preparation. Classes at FPN have an alternating schedule, meeting twice a week (Mon, Fri) in week one, and meeting once a week (Wed) in week two, etc. with practical sessions sometimes in between. This means that combining FPN classes with classes taught at other departments can be tricky scheduling-wise, so we often recommend a CES class to go alongside.

### **Course advising at CES**

Selecting the right courses that fit into your degree programme and meet your credit requirements as well as your personal interests is an important part of your preparation to study abroad with CES. Your CES programme coordinator functions as your academic advisor abroad and will assist you in this process by assessing your eligibility, providing you with more information on schedules and workload and by sending you course syllabi ('course manuals') upon request.

The academic advising process will take place mainly via email, but we can also set up a 15-30 minute Zoom meeting for a more in-depth academic advising session if necessary.

For the course selection process to go smoothly and to make sure that you are signed up for the courses of your choice in time for each Maastricht University's departmental registration deadline, we ask you to:

- Please ensure that we have a list of the courses you are currently taking if not already listed on the transcript that we have received;
- Please provide any additional information on your reasons for choosing certain courses as this will enable us to help you find the best possible academic match for you at Maastricht University;
- Please answer emails as soon as possible in order to meet the necessary registration requirements.
- Your CES course advisor will give you more information on (frame) **schedules** as soon as they become available and will also send you **course manuals** to make sure the courses are suited.

Please note that detailed course schedules are only published 1-2 weeks before the start of classes. Please do not make any travel plans until your CES coordinator confirms your final class schedule.



**Once you have selected courses with your CES advisor...**

You need to talk to your academic advisor back home to make sure that you actually get credit for the classes you signed up for. We require all students to fill out a CES course approval form. If you make any changes later on, we will ask you to have a new version signed and approved. Keep in mind that any changes after the registration deadline are difficult and sometimes impossible to make. They are therefore considered on a case-by-case basis and for academic reasons only.

**So... ready to go?**

Talk to you soon!

**CES Open Enrolment Programme Contacts**

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