

Master of Science Programme

Public Policy and Human Development

Education and Examination Regulations (EER)

Academic Year 2021-2022

Maastricht Graduate School of Governance
School of Business and Economics

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SECTION 1 GENERAL PROVISIONS

Article 1.1 Applicability of the regulations

These regulations apply to the education, exams, and examinations of the Master of Science Programme in Public Policy & Human Development, hereinafter to be referred to as: 'the programme', and to all participants who are registered for the programme.

The programme is provided by Maastricht University's School of Business and Economics, hereinafter to be referred to as: 'the faculty'.

The regulations were adopted by the SBE Board after advice and consent from the Programme Committee [*opleidingscommissie*] and after advice and consent from the Faculty Council. The regulations will take effect on 30 August 2021 for the 2021/22 academic year. For participants who started before 30 August 2021 the current regulation is applicable, and Transitional Regulations are mentioned under the changed articles and under Appendix B following the criteria mentioned in Section 8.

Article 1.2 Definitions

In these regulations, the following definitions apply:

- a. academic year: the period from 1 September of a calendar year up to and including 30 August of the following calendar year;
- b. Act, the: the Higher Education and Scientific Research Act [*Wet op het hoger onderwijs en wetenschappelijk onderzoek*], chapter 7, Titles 1 and 2, of which is declared applicable by analogy to the programme, based on Article 7.1 paragraph 2 of the Act;
- c. Board of Admissions: the board responsible for judging the admissibility of the candidate to the programme;
- d. Board of Examiners: the committee referred to in Article 7.12 of the Act;
- e. course: an educational unit within the meaning of art. 3.6;
- f. course examination: an educational unit of the examination as referred to in Article 7.10 of the Act;
- g. ECTS credit: a unit expressed in ECTS credits, with one credit equalling approximately 28 hours of study;
- h. educational unit: a study unit of the programme within the meaning of the Act;
- i. Ethics Board: a committee designated to assess research designs for ethical implications and empowered to require necessary adjustments to proposed research prior to implementation to protect the rights and interests of research subjects;
- j. exam [*tentamen*]: see course examination;
- k. examination [*examen*]: an assessment of an educational unit or units of the exam as referred to in Article 7.3 paragraph 3 ° Article 7.10 paragraph 1 of the Act/WHW in a written, oral or digital format;
- l. examiner: the person designated by the Board of Examiners to administer exams and to determine the results of such exams;
- m. SBE Board: the Faculty Board referred to in Article 9.12 of the Act;
- n. final examination: the examination for the degree programme;
- o. learning agreement: a written agreement between participant, thesis supervisor, and school delineating the rights and responsibilities of the three parties towards each other as related to the master thesis preparation and defence process;
- p. Office of Student Affairs: a team of administrative staff providing services relating to admission, enrolment, education; and general assistance;
- q. participant: a person who is registered at the university for education and/or to take exams and the examination of the programme;
- r. practical: practical exercise as referred to in Article 7.13(2)(d) of the Act, in one of the following forms:
 - writing a thesis;
 - writing a paper, creating a technological design, or performing another written assignment;
 - performing a research assignment;
 - participating in field work or a field trip;
 - participating in an activity intended to develop certain skills;
- s. programme: the master's programme referred to in Article 1.1 of these regulations, consisting of a coherent whole of study units;

- t. Programme Committee [opleidingscommissie]: the representation and advisory board as defined in Art. 9.18 of the Act;
- u. semester: portion of the academic year, starting 1 September and ending the following 31 January, or starting 1 February and ending the following 30 August;
- v. Student Portal/Canvas: the electronic learning environment of Maastricht University;
- w. study advisor: a staff member keeping a comprehensive overview, support, and contact with participants before, during, and after graduation;
- x. syllabus: the programme guide, which include further details about programme-specific provisions
- y. Master Thesis: a research paper written solely by the participant on a particular subject of policy relevance; rigorously analytical and resulting in an original, evidence-based contribution to academic discourse;
- z. thesis administrator: an administrative staff member in charge of coordinating the process of the thesis, including registration of supervisors, registration of defence, and tracking each participant's completion of requirements;
- aa. thesis coordinator: a qualified academic appointed as examiner by the Board of Examiners to coordinate the research educational unit of the thesis, including advice on the regulations, coordination of the thesis method track, vetting of supervisors and graders, monitoring reviews by the Ethics Board, verifying public storage of replication of data, and maintenance of grading standards across theses and assessors.
- bb. thesis supervisor: a qualified academic or practitioner, chosen by the participant and approved by the thesis coordinator, to guide and supervise the academic development of the thesis proposal and written thesis;
- cc. UM: Maastricht University.

The other terms have the meaning given to them by the Act.

SECTION 2 ADMISSION

Article 2.1 Admission

Persons who meet the requirements referred to in articles 2.2 and 2.3 are eligible for admission to the programme and may be issued a letter of acceptance.

Article 2.2 Admission requirements

1. The following persons are eligible for admission to the programme:
 - a. those who have obtained a bachelor of scientific education or
 - b. those who possess the knowledge, understanding, and skills on the level of a bachelor of scientific education.
2. In addition to the requirements mentioned in subsection 1, the following specific requirements apply:
 - a. basic knowledge of mathematics and statistics as evidenced by prior education, and/or;
 - b. basic knowledge of economics, political sciences, and/or law as evidenced by prior education;
 - c. a letter of motivation;
 - d. an essay on a topic prescribed by the Board of Admissions; and
 - e. two letters of recommendation by current/former instructors, employers, or line managers.

Article 2.3 Language requirement

- a. Holders of a non-Dutch diploma can only register if they have met the minimum English language proficiency corresponding to IELTS (international English Language Testing System) with a score of at least 7.0.
- b. The requirement referred to under (a) is met if the person concerned has obtained one of the following diplomas or certificates:
 - o a completed bachelor's or master's study programme where the language of instruction is English;
 - o an International or European Baccalaureate, a high-school level or equivalent certificate issued in an English-speaking country, or
 - o Can demonstrate sufficient proficiency in English, for example through English-taught courses, internships, or work experience in an English environment, or
 - o can submit one of the following language test certificates:
 - IELTS (score of at least 7.0)
 - TOEFL Paper-based test (600)
 - TOEFL Internet test (score of at least 100)
 - TOEIC listening and reading (780) and speaking and writing (350)
 - Cambridge [Advanced (CAE) Grade C (scale 185 and above), First Certificate in English (FCE) Grade A (score of at least 185 and above)]
 - or similar accredited certification

The Board of Admissions can reject an application or set additional requirements if there are reasonable doubts about the English language proficiency of the applicant.

Article 2.4 Limited capacity

Not applicable

Article 2.5 Board of Admissions

1. The Board of Admissions for the programme is responsible for assessing eligibility for admission and issuing the letter of acceptance to the programme. The Board of Admissions consists of:
 - a member who acts as Chair, appointed from among academic staff who are responsible for the programme curriculum;
 - two to three members appointed from the other academic staff.
2. A member of the Office of Student Affairs for the programme in reference is appointed as an adviser to the Board, as is a Secretary.
3. The dean appoints the members of the Board of Admissions after consulting with the Programme Board.

Article 2.6 Admissions test dates
Not applicable

SECTION 3 CONTENT AND STRUCTURE OF THE PROGRAMME

Article 3.1 Aim of the programme

1. The programme is intended:
 - to provide the participant with academic education within the specific educational concept and profile of Maastricht University;
 - to provide the participant with specialized knowledge, skills, and insights in the field of public policy and human development and test participants on their knowledge, understanding, and participation by means of the exams;
 - to prepare the participant for professional and/or scientific work in the field of public policy and human development.

2. A graduate of the programme is able to:
 - Identify, assess and use leading theories and concepts in the field of public policy and human development
 - Recognize the interdisciplinary characteristics of public policy
 - Analyse and evaluate public policies and provide recommendations for policy design
 - Understand, assess and apply policy research methods
 - Undertake analytical and independent research on public policy and human development
 - Perform in multicultural and multidisciplinary teams

Each of these intended learning outcomes can be divided into related learning objectives. The most up to date version of these objectives is listed in full on the Student Portal/Canvas.

3. The programme includes the following specializations:
 - Foreign Policy & Development
 - Governance of Innovation
 - Migration Studies
 - Regional Integration & Multi-level Governance
 - Risk & Vulnerability
 - Social Entrepreneurship and Public Policy
 - Social Protection Policy

Article 3.2 Form of the programme

This is a full-time programme (see study load in Article 3.5).
The programme commences once a year in September.

Article 3.3 Language of instruction

The programme is given in English. The justification of English as a language of instruction is provided in Appendix A.

Article 3.4 Communications and announcement of decisions

1. The programme uses (digital) communication channels (such as My UM, the UM webmail account, Student Portal/Canvas) to inform participants of or to communicate about the study programmes, exam(ination)s, (to announce) decisions and/or other topics related to the UM or SBE.

2. Participants must regularly check the (digital) communication channels throughout the entire academic year. It is the participants' own responsibility to inform themselves by checking these channels. Information disseminated via the (digital) communication channels are assumed to be known.

Article 3.5 Study load

The programme has a study load of 60 ECTS credits, with one credit equalling approximately 28 hours of study. This study load requires personal attendance for all educational units defined under Art. 3.6, except the Master Thesis, unless explicitly noted or exempted within an individual syllabus or by decision of the relevant body, namely the Board of Examiners.

Article 3.6 Content

The programme includes the following educational units and related study loads:

1. Core Courses (Content classes), 16 ECTS in total
 - MPP4301 Public Policy, 4 ECTS
 - MPP4302 Public Economics, 4 ECTS
 - MPP4504 Public Policy Analysis, 8 ECTS
2. Research & Analysis Skills (Applied research), 12 ECTS in total
 - SKL4403 Research Design, 3 ECTS
 - SKL4102 Introductory Data Science & Statistics, 3 ECTS
 - SKL4204 Regression Analysis, 6 ECTS*
3. Specialization Courses (Content classes), 16 ECTS in total
 - 4 courses from an elective specialization track, 4 ECTS each; *or*
 - one of the pre-approved elective tracks consisting of 4 courses from two or more specializations, 4 ECTS each.
 - The name, codes and applicable regulations of the courses for each specialization are made available to participants in the Rules and Regulations, the Student Portal/Canvas and on the UM website.
4. Master Thesis (Applied research), 16 ECTS*
 - Attendance and participation in a selected Master Thesis method track
 - An in-person presentation of the Master Thesis idea
 - A written thesis proposal
 - If required: approval of the research design by the Ethics Board
 - Written Master Thesis
 - If applicable: deposit of data, code, and instructions for replication
 - Public defence of the written Master Thesis

The aim of the Master Thesis, the learning goals, assessment criteria, deadline for handing in the Master Thesis, procedures and requirements are described in the Master Thesis syllabus, available via the Student Portal/Canvas.

* For participants who started with their studies prior to September 2020 transition regulations apply, for these regulations please refer to Appendix B.

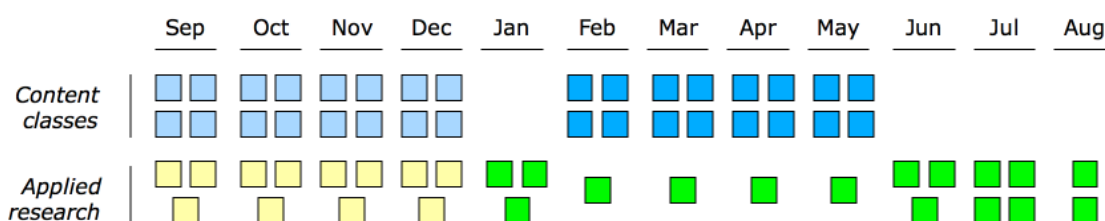


Figure 1: Distribution of workload across the four educational units; each ■ represents 1 credit (approx. 28 study hours)
 ■ core; ■ research/analysis skills; ■ specialization; ■ thesis

Article 3.7 Programmes

Not applicable

Article 3.8 Content of programmes

Not applicable

Article 3.9 Educational units elsewhere (electives outside the faculty)

Not applicable

Article 3.10 Flexible programme and flexible master's

Not applicable

Article 3.11 Honours programme

Not applicable

Article 3.12 Double degree

The participant pursues a double degree programme offered by Maastricht University and the United Nations University. These regulations specify only the requirements to be fulfilled to be awarded the degree 'Master of Science in Public Policy & Human Development' by Maastricht University.

Article 3.13 The examination

The final examination consists of all course exams for the core courses, research and analysis skills, specialization courses, and Master Thesis identified in Art. 3.6, including those items listed in Art. 5.5.

SECTION 4 EDUCATION

Article 4.1 Courses, composition, actual design

1. For the programme educational units, courses are given with the study load stated in Article 3.5.
2. The education is given in the form of classes, study or tutorial groups, practical training, lectures, individual supervision, assigned study tasks, or equivalent tasks.

Article 4.2 Prior knowledge, entrance requirements

Not applicable

Article 4.3 Course registration

Each participant is automatically registered for the core courses, research and analysis skills, and Master Thesis track in their first academic year in the programme. Each participant may participate in specialization courses after he/she has registered for such courses in a timely manner through MyUM. Participants may request a course change for specialization courses to the Board of Examiners through MyUM at least four weeks prior to the start of the course the request relates to. Participants may re-take courses after their first academic year if they have registered for them in a timely manner through MyUM.

Article 4.4 Attendance and participation

1. Each participant should attend and participate actively in the courses for which he/she has registered. Attendance at and participation in educational activities may be part of an examination when announced along with its assessment norms in the syllabus. Moreover, syllabuses of the respective course specify attendance requirements to participants.
2. In exceptional cases, the Board of Examiners may, at the participant's request, exempt the participant from the obligation to attend and participate. The Board of Examiners assess if the examination and evaluation of the envisaged skills may still be performed if the participation percentage is lower, with or without additional requirements being imposed.

Article 4.5 Participation and priority rules

Not applicable.

Article 4.6 Practicals

All courses include a practical in accordance with the given specifications regarding the nature and scope of the participant's activities.

SECTION 5 ASSESSMENT

Article 5.1 General

1. During a course, the participant will be tested for academic training and the extent to which the participant has sufficiently achieved the stated intended learning outcomes.
2. The syllabus states the intended learning outcomes the participant must achieve in order to pass the course and the criteria against which the participant is assessed.
3. The Rules and regulations (Appendix C) and the Rules of Procedure for Examinations of UM (Appendix D) describe the assessment procedure.

Article 5.2 Grades

1. Grades are awarded on a scale of 1 to 10, where 1 is the lowest grade and 10 the highest grade. Final grades (i.e. the weighted average of partial grades of a course) are awarded up to at most one decimal place. Partial grades (i.e. grades assigned to individual assessment educational units of a course) are never rounded.
2. The participant must receive a final grade of 5.5 or higher prior to rounding to pass the course.
3. A resit entails the second opportunity within an academic year for participants to take an examination for a course or specific educational unit(s) of a course that they have not passed. Participants may take a resit when the final grade in the course is below 5.5. In addition, an examiner may indicate in the syllabus that, due to the nature of the educational unit(s) assessed, a resit of specific educational unit(s) must be taken when the grade of those educational units are below 5.5, regardless of the final grade in the course. The examiner decides, based on the nature of the course, to offer a resit for the educational unit(s) that participants have not passed or one combined resit for all educational unit(s) in the course.
4. The highest result attained determines the final grade.
5. With the exception of the Master Thesis and as specified in Art. 5.12, partial grades for unsuccessfully completed courses cannot be transferred to another academic year. Therefore, after the academic year, participants need to resit all educational units.
6. A "No Grade" is assigned when there is inability to determine a grade.
7. The grading scale from 1 to 10, is to be interpreted as below.

10.0	Outstanding
9.0	Very Good
8.0	Good
7.0	More than satisfactory
6.0	Satisfactory
5.5	Pass
5.0	Almost satisfactory
4.0	Unsatisfactory
3.0	Very unsatisfactory
2.0	Poor
1.0	Very poor
Pass	≥5.5; performance at least meets the minimum criteria
Fail	<5.5; performance below the minimum criteria.
'No grade'	Inability to determine result

Article 5.3 Order of exams

Not applicable

Article 5.4 Scheduling and frequency of the exams

1. With the exception of the Master Thesis, participants can take exams twice per academic year on dates determined by the SBE Board: once during or directly after the course period (first sit for the exam) and once during the remainder of the academic year (resit option). The syllabus states the dates on which the exams can be taken.
2. In exceptional cases, the Board of Examiners may decide that an exam is taken at another time or in another location.
3. If the exam for a course consists of multiple educational units, the examiner can decide (and state in the syllabus) to offer a resit for each specific educational unit or one combined resit

for all educational units. No resit has to be offered for a participation grade. In case individual resits for each part are offered, participants who are eligible for a resit (see Art. 5.2) are entitled to resit each part that they have not yet passed.

4. If the first submission of the Master thesis proposal is deemed insufficient (below 5.5), participants may be offered a chance to resit this educational unit within six (6) weeks.
5. If a Master Thesis is deemed insufficient (below 5.5), participants may be offered the chance to resubmit a revised version within three (3) months. If the revised version results again in an insufficient grade, or if the participant fails to hand-in and defend a revision within three (3) months, the participant should write a Master's Thesis on a new subject, unless exceptional circumstances are acknowledged by the Board of Examiners.

Article 5.5 Registration for exams

1. Participants are automatically registered for the first sit of the exam for each of their courses.
2. Participants have to register for the resit in a timely manner. Participants are informed on the registration deadlines and the procedure they must obey in order to have a correct and timely registration for examinations, amongst others by publication on the Student Portal/Canvas by Student Affairs Office. It is the participants' own responsibility to check in time whether they have valid registration.
3. Participants may participate in a resit in accordance with the Article 5.2 (3).

Article 5.6 Form of the exams

1. Exams are taken in the manner stated in the syllabus, and can be, and are not limited, to the following types:
 - Attendance and participation;
 - Oral assignment (e.g. oral exams and oral group presentations);
 - Written assignment, including computer-based assignments;
 - Submission of data or analyses, including computer-based analysis;
 - Performance of practical analytical tasks, including programming, coding, data;
 - Written exam (in person/take home);
 - Oral exam.
2. The exam for a course can consist of multiple parts. The syllabus specifies the weight of each partial grade. Participants who have not successfully completed a course are entitled to a resit opportunity (Art. 5.2), subject to timely registration as specified in Art. 5.5 (2).
3. Upon request, participants with a disability and/or chronic disease may take exams in a manner that accommodates their specific disability, as much as is possible by the University. Participants must contact the Disability Support Office for guidance. A request for special arrangement for participants with a disability must be requested to the Board of Examiners by the Disability Office. The Board of Examiners will obtain expert advice from the Faculty's Student Advisor and/or the Student Dean at the Student Service Centre (SSC) before making a decision in such matters. Information on the conditions and procedure with regard to special arrangements can be found on the UM website and the Rules and Regulations (Appendix C) providing further guidance on disability facilitation.

Article 5.7 Oral exams

1. Oral exams are taken by one person at a time, unless the Board of Examiners decides otherwise.
2. An oral exam is given by at least two assessors, unless the Board of Examiners has decided otherwise.
3. Oral exams take place in public, unless the Board of Examiners or the relevant examiner decides otherwise in a special case or if the participant objects to this.
4. Assessors of an oral exam should record answers in a way that would enable the inspection of the grade.

Article 5.8 Extra examination opportunity

1. A participant can submit a request to the Board of Examiners for an individual assessment.
2. This request may be granted if the participant has not passed the exam in question due to exceptional circumstances and if a lack of granting an individual assessment would result in an unacceptable study delay.
3. The following criteria apply to the granting of an individual assessment for the final educational unit of the programme:

- It must be the last study result to be obtained, with exception of the Master Thesis, to graduate within the Master's study programme.
- The study delay in case the individual assessment is not granted must be at least three months.
- This extra-ordinary repeat exam can only be requested once per participant per academic year.

Article 5.9 Written assignments

1. The Board of Examiners may draw up general guidelines for formulating written assignments. The guidelines (including more detailed rules on the format, content, time schedule and assessment) are adapted to each course by the responsible examiner, and are communicated to participants in the syllabus or assignment. These rules/guidelines are part of the Education and Examination Regulations.
2. The Master Thesis coordinator shall draw up specific guidelines for the Master Thesis, which are included in the Master Thesis syllabus.
3. The Master Thesis will be assessed by at least two examiners.

Article 5.10 Internships

Not applicable

Article 5.11 Determination and announcement of exam result

1. The Board of Examiners determines the standards for assessing each examination educational unit.
2. Comments and complaints regarding open and/or closed questions of examinations shall be submitted by participants to the examiner within five (5) working days of the examination in order for them to be reviewed. Comments and complaints submitted after this period has expired may be considered at the discretion of the examiner.
3. For non-oral course examination, the examiner determines the result within 15 working days of the date on which the examination was taken and publishes the provisional grades in the Student Portal.
4. For oral course examination, the examiner determines the result within 24 hours after it has been taken and publishes the provisional grades in the Student Portal. If more than one participant takes the same exam after each other, this period may be extended by up to five working days.
5. Within 10 working days of the date on which the results of an examination are announced in Student Portal, the participant should be given the opportunity to inspect the examination as per Article 5.12.
6. After an examination inspection has occurred, the examiner provides the Office of Student Affairs with the necessary information to apprise the participant of the final course grades.
7. The Office of Student Affairs publishes the final course grades in MyUM within 5 working days of the date that the examiner hands in the final results of an exam.

Article 5.12 Right of inspection

1. Within 10 working days of the date on which the result of an exam, including a computer-based exam, is announced in the Student Portal/Canvas, participants may, upon request, inspect their evaluated work.
2. The examiner will timely provide the opportunity and information regarding the inspection date, time and location in the syllabus published on Student Portal/Canvas.
3. If the participant in question demonstrates that he/she will be or was prevented from attending an inspection at the specified location and time due to circumstances beyond his/her control, he/she will be offered another opportunity, if possible within the period specified in subsection one. The participant must have reported the inability with due rapidity to the course coordinator.

Article 5.13 Period of validity

1. Exams that have been passed are valid for an unlimited period. However, the Board of Examiners may require the participant to take an additional or replacement exam (or exam component) that was passed more than two years ago if the participant's knowledge 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 two years in subsection one will be extended by the duration of the financial support a participant receives from the profiling fund.
3. Sub-tests and assignments that were passed within an educational unit that was not passed will lose their validity after the academic year in which they were passed, except for the Master Thesis where sub-tests and assignments will be valid for one (1) more academic year, unless the participant reregisters for and participates in the entire educational unit again.
4. The Board of Examiners may extend the period of validity mentioned under Article 5.13.3.

Article 5.14 Retention period for tests

1. The exercises, answers, and evaluated work of the written tests will be retained in paper or digital form for two years after the exam/examination result is determined.
2. The final projects/theses and the evaluation of these will be kept for at least seven years after the evaluation.

Article 5.15 Exemption

1. The Board of Examiners may, at a participant's request and having heard the relevant examiner, grant the participant an exemption from taking an exam if he/she demonstrates that he/she previously:
 - either passed an exam for a university or higher professional education programme that was similar in terms of content and level or
 - gained sufficient knowledge and skills relevant to the exam concerned, either through work or professional experience.
2. Participants may request an exemption to the Board of Examiners through MyUM at least four weeks prior to the start of the course the request relates to.
3. An exemption may only pertain to an entire course and not an educational unit thereof.
4. At most 6 of the ECTS credits for the programme may be earned based on the exemptions granted.
5. The Master Thesis is excluded from this exemption option.
6. The Board of Examiners will not grant any exemption based on exams passed by a participant outside the programme during the period in which the participant was barred by the Board of Examiners from taking exams for the programme because of fraud.
7. The same period of validity applies to exemptions as to examination results.

Article 5.16 Fraud

1. 'Fraud', including 'plagiarism', is defined here as actions or omissions by a participant that make it impossible, in whole or in part, to properly evaluate his/her knowledge, understanding, and skills, or that make it impossible, in whole or part, to properly evaluate the knowledge, understanding, or skills of other participants.
2. 'Plagiarism' is defined here as the use of somebody else's ideas or words without proper acknowledgment of the sources. 'Fraud' can include, but is not limited to, the submission of (parts of a) assignment previously submitted for another educational unit or another programme without declaration and consent for the re-use.
3. If the Board of Examiners determines that a participant has engaged in fraud with respect to an exam or exam component, the Board of Examiners will proceed according to the Rules and Regulations stipulations.
4. In serious cases of fraud, the Board of Examiners can propose to UM's Executive Board that the participant(s) concerned be permanently deregistered from the programme.
5. The Rules and Regulations (Appendix C) include further provisions about what constitutes fraud and which disciplinary measures the Board of Examiners can impose.

Article 5.16A Invalid exam

If an exam involves irregularities that make it impossible to accurately assess a participant's knowledge, insight, and skills, the Board of Examiners may declare the exam invalid for either the examinee or a group of examinees.

Article 5.17 Unsuitability (*Iudicium Abeundi*)

1. In exceptional cases and after careful consideration of the interests involved, the Board of Examiners and/or the dean/ SBE Board may ask the UM's Executive Board to terminate or, as

the case may be, refuse the enrolment of a participant in a programme if that participant, through his/her behaviour or opinions ventured, has demonstrated unsuitability for the practice of one or more professions for which the participant is trained by the programme, or, as the case may be, for the practical preparation for the practice of the profession. The dean/ SBE Board, the Board of Examiners, and the UM's Executive Board will reach a decision in accordance with the Iudicium 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 and date of the examination and issues the certificate as referred to in Article 6.3 as soon as the participant has satisfied the requirements for the examination programme, unless otherwise requested by the participant and approved by the Board of Examiners as per Article 6.1.7.
2. Prior to determining the result of the examination, the Board of Examiners may conduct their own investigation of the participant's knowledge regarding one or more educational units or aspects of the programme.
3. To pass the examination, the participant must pass or receive an exemption for each educational unit enumerated in Article 3.6.
4. To pass the examination and receive the certificate, the participant must also have been registered for the programme during the period that the tests were taken.
5. A certificate may only be issued after it has been shown that the participant has satisfied all the obligations, including paying the fees.
6. The last day of the month in which the participant satisfied all the examination obligations will be considered the examination date (graduation date).
7. Participants 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 so yet.
8. This request must be submitted within 10 working days after the final assignment is turned in or the final test is taken.

The Board of Examiners in any event grants the request

- if the participant is participating in an extracurricular internship, or
- if the participant holds or will hold a board position for which at least nine months of financial support is awarded from the 'profiling fund' or holds or will hold an 'INKOM' board position.

The Board of Examiners may also grant the request in other circumstances and when compelling reasons are provided by the participant.

Article 6.2 Degree

Participants who have passed the examination will be awarded the degree 'Master of Science in Public Policy & Human Development.'

Article 6.3 Certificate and statements

1. As proof that the examination was passed, the Board of Examiners issues a certificate, after it has been stated by (or on behalf of) UM's Executive Board that the procedural requirements for receiving the certificate have been met. The certificate is based on the model that UM's Executive Board has adopted. One certificate will be issued per programme, even if the participant completes several programmes.
2. The certificate that the examination has been passed also indicates:
 - a. the name of the institution;
 - b. the name of the programme;
 - c. the examination components;
 - d. the degree awarded;
 - e. the date on which the programme was most recently accredited or was subjected to the new programme test.
3. Participants who are entitled to the issuance of a certificate may, stating valid reasons, ask the Board of Examiners to postpone the issuing of the certificate in accordance with Art. 6.1.7.
4. The certificate is signed by the chair of the Board of Examiners and the faculty dean.
5. The certificate includes a list of the examination components.
6. The Board of Examiners includes a diploma supplement as referred to in Article 7.11.4 of the Act with the certificate. This diploma supplement is based on the model adopted by UM's Executive Board, which is in compliance with the agreed European standard format.
7. The Board of Examiners may award the '*cum laude*' designation in accordance with the following conditions:
 - a. the candidate has obtained an average grade of 8.00 for all educational units in the programme weighted by their ECTS credits; and
 - b. the candidate has taken no resit; and

- c. the candidate has obtained no grade below a 7.0 for any educational unit in the programme. Weighting is based on ECTS credits; and
 - d. the candidate has not been found guilty of academic fraud as described in Article 5.16.
8. Participants who have passed at least one exam and who cannot be issued a certificate will, upon request, receive a statement issued by the Board of Examiners for the exams that they have passed.

Article 6.4 Grade point average (GPA)

The diploma supplement referred to in Article 6.3(6) indicates the final grade point average (GPA), to provide a reflection of the participant's academic performance. The GPA is calculated when the participants obtained all ECTS and the final GPA is rounded to two (2) decimals (e.g. GPA 6.40).

Article 6.5 Honours programme certificate

Participants who have participated in the UM honours programme PremiUM will receive a statement from UM.

Article 6.6 Right of appeal

Within six weeks after the decision by an examiner and/or the Board of Examiners is announced, the participant may appeal this decision to UM's Complaints Service Point.

The appeal must be signed; must include a date, the name, and address of the party lodging the appeal; must indicate the grounds for the appeal; and, if possible, must include a copy of the decision being appealed.

SECTION 7 STUDY GUIDANCE

Article 7.1 Study progress administration

The faculty records the participants' individual study results and makes them available through MyUM.

Article 7.2 Study guidance

1. The faculty will provide for the introduction and study guidance for participants registered for the programme.
2. The study guidance may include:
 - providing access to a study advisor;
 - providing access to an academic advisor and/or mentor;
 - offering referrals and help if the participant experiences problems during the study.

SECTION 8 AMENDMENTS AND FINAL PROVISIONS

Article 8.1 Amendments

1. Amendments to these regulations may be adopted in a separate decision by the SBE Board after consent from or a recommendation by the Programme Committee and after consent from or consultation with the faculty council.
2. An amendment to these regulations will not pertain to the current academic year, unless the interests of the participants will not reasonably be harmed as a result as stated in Appendix B Transitional Regulations.
3. In addition, amendments may not affect, to the participants' detriment, a decision regarding a participant which has been made by the Board of Examiners pursuant to these regulations and prior to the amendment.

Article 8.2 Notice

1. The Programme Board ensures that proper notice is given of these regulations, the Rules and Regulations adopted by the Board of Examiners, and any changes to these documents by, for example, placing such notice on the Faculty website and Student Portal/Canvas.
2. Any interested party may obtain a copy of the documents referred to in subsection one from the Office of Student Affairs.

Article 8.2a Evaluation

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

Article 8.3 Unforeseen cases/safety net scheme

1. If unforeseen and exceptional circumstances occur beyond the participant's and/or UM's control and which are solely a result of force majeure; such as, the outbreak and control of contagious diseases (such as epidemics/pandemics), that hinder participants from being able to fulfil (the) exam and/or other requirements stated in this EERs, the Board of Examiners, the SBE Board and/or the UM Executive Board may deviate from the EERs and may decide to prescribe and/or provide (an) appropriate alternative(s).
2. In cases not covered or not clearly covered by these regulations, decisions are made by or on behalf of the SBE Board, after it has consulted with the Board of Examiners.
3. In individual cases in which application of the Education and Examination Regulations would lead to manifestly unreasonable results, the Board of Examiners can deviate from the stated regulations in the participant's favour.

Article 8.4 Effective date

This Regulation will come into force on 30 August 2021 and will apply to the academic year 2021/22.

Adopted by the SBE Board on 11 May 2021.

APPENDIX A JUSTIFICATION OF ENGLISH AS LANGUAGE OF INSTRUCTION

The choice for the language of instruction of the programme 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.

Given the specific educational nature and profile of the M.Sc. Public Policy & Human Development and its special status as a double-degree programme with the United Nations University, teaching and examinations are conducted in English. English as the language of instruction and examination is necessary given the nature of the programme and contributes to the quality of education:

1. The content of the programme has an international orientation and focus, as is appropriate for a study with a focus on human development.
2. The participant intake and current population is internationally diverse, with approximately 75% of participants being non-Dutch and the vast majority of UN member states having been represented among the applicants in the past five years.
3. The academic community is internationally-oriented and the staff is highly international. As a programme co-taught with the United Nations University, the instructors represent many world regions. Key staff in the programme hail from Argentina, Germany, Italy, Jordan, Kenya, the Netherlands, Poland, Russia, Switzerland, Turkey, and the United States of America, with several dozen countries represented among the group of instructors.
4. The labour market demand is internationally-oriented, and career trajectories in the field of public policy and human development often include international collaboration between international organizations, governments, private businesses, and the civil society. English is the most common language for these interactions and is a key UN language. Participants must be able to grasp and express nuances in English to navigate complex subject matter in cross-cultural, international work environments.

APPENDIX B TRANSITIONAL REGULATIONS

Article 1. Applicability

The Transitional Regulations incorporated in the text of the Education and Examination Regulations apply to participants who commenced their Master's programme in the academic year of the cohort corresponding to the EERs.

The Transitional Regulations remain in force for those participants only, and do not apply to participants who commenced their Master's programme in a later academic year. Participants are expected to find out about possible modifications to the EERs and how these modifications could affect them. Participants may contact the Office of Student Affairs with any questions.

Article 2. Modifications

In cases not provided for by the transitional regulations, participants may submit a request to the Programme Board for an adapted programme. The Programme Board will make a decision about the request after discussing it with the Board of Examiners.

If **specialization courses** or educational units in the specializations are replaced, participants from previous cohorts are expected to take the replaced course or can request a change of specializations or a free elective track in line with the conditions specified in the Rules and Regulations (Appendix C). If specialization courses are removed, then no examination or resit will be offered, and the participant will have to register in a free elective track to complete the programme.

APPENDIX B.1. TRANSITION REGULATION: THESIS TRACK

This transition regulation takes effect on 1 February, 2020 and applies until the end of 31 August 2022. This transition regulation outlines how students of the programme who were enrolled in the programme before September 2019 and have not yet completed the master thesis requirement may complete their credit obligations given changes to the composition of this track.

The master thesis is an essential element to obtain the degree and is considered the final work of the MPPHD. It counts for 16 ECTS out of the 60 ECTS needed to obtain the degree. The master thesis entails the completion and approval of an independent research on a topic of policy relevance. Students work with a supervisor throughout this process and are assessed by that supervisor and a second reader.

The Education and Examination Regulations (EERs) have addressed the components of the examination of the master thesis in former years. The EERs are amended yearly and the latest version adopted by the SBE Board apply to all students enrolled in the program (regardless of the year they have started the program). Therefore, students with pending components from previous years might be affected by changes in the EERs.

This transition agreement is meant to set an agreement with cohorts 2006 – 2007 until 2018 – 2019 regarding the application of article 3.13, paragraph 4.

Academic year 2019 – 2020, 2020 – 2021, and 2021 – 2022, are considered a transition period for the requirements of the thesis track.

Students who were initially enrolled in the programme before academic year 2019-2020 with a thesis pending have to submit the written thesis and present their written thesis in a public defence, but **are exempted** from the other requirements imposed by EER Article 3.6 AND the thesis syllabus.

Students from previous cohorts must comply with the registration of a supervisor, submission of the final version of the thesis no later than 10 August 2022, and the public defence of the written thesis. The final thesis submission counts for 100% of the thesis grade.

Students who want to complete the thesis track need to:

1. be enrolled in the program from the beginning of the academic year (unless an exemption has been granted),

2. register for the thesis defense one month before the requested date for defense, by sending an email to mpp@maastrichtuniversity.nl, AND
3. submit the final thesis 15 working days before the date scheduled for the defense.

After August 2022, all registered students from previous cohorts with a thesis requirement pending are subject to comply with the components, deadlines, and assessment components, available in the EERs and master thesis Manual of the academic year they submit their thesis.

For further questions about the transition period in the Thesis Track, students may contact the Thesis Coordinator at mppthesiscoordinator@maastrichtuniversity.nl. If you think you will not be able to adhere to one of the options laid out in this document, the study advisor is available to hear your case and discuss possible alternatives (mppthesiscoordinator@maastrichtuniversity.nl).

APPENDIX B.2. TRANSITION REGULATION: REGRESSION ANALYSIS I & REGRESSION ANALYSIS II

This transition regulation takes effect on 1 September 2020 and applies until 31 August 2021. This transition regulation outlines how students of the programme who were enrolled before September 2019 and have not yet completed the courses on Regression Analysis I and Regression Analysis II may complete their credit obligations given changes to the composition of this track.

In academic year 2020 – 2021 Regression Analysis I and Regression Analysis II are merged into one course of eight weeks and worth 6 ECTS. The name of the courses changes to Regression Analysis and the content of the course remains the same.

However, students who have not yet completed Regression Analysis I and/or Regression Analysis II have the possibility to retake each course, during academic year 2020 – 2021. During academic year 2021 – 2022 students who have not yet completed Regression Analysis I and/or Regression Analysis II cannot retake the course(s) and are given an exam only opportunity.

Students who have completed all requirements for the degree programme with the exception of either Regression Analysis I or Regression Analysis II and the thesis may be entitled to an exceptional resit given compliance with the criteria established in Article 5.7 of the Education and Examination Regulations (EER). Such students are advised to contact the Board of Examiners-SMM to discuss completion of the degree programme.

Students who need to complete Regression Analysis I and/or Regression Analysis II should be enrolled in the program from the beginning of the academic year (unless an exemption has been granted).

For questions about the courses, students may contact the course coordinator.

For general questions about the program and how to continue with the degree, students may contact the study advisor.