

# **Rules and Regulations for the research master Cognitive and Clinical Neuroscience 2025-2026 Revised on 25 November 2025**

**Rules and Regulations for the research master Cognitive and Clinical Neuroscience 2025-2026, as referred to in Article 7.12b, paragraph 1, sub b, of the Higher Education and Research Act (Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek, WHW)**

These Rules and Regulations have been determined by the Board of Examiners of the Faculty of Psychology and Neuroscience, Maastricht University, on 28 Augustus 2025.

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## **RULES AND REGULATIONS FOR THE RESEARCH MASTER COGNITIVE AND CLINICAL NEUROSCIENCE**

### **Article 1 Scope of the Rules and Regulations**

1. These Rules and Regulations (R&R) apply to the education, exams and examination for the research master Cognitive and Clinical Neuroscience – hereafter referred to as ‘research master’ – of the Faculty of Psychology and Neuroscience (FPN).
2. The R&R apply to all students who are registered for the study programme in the academic year 2025-2026.
3. For cases regarding exams not covered by these R&R, “The Rules of Procedure for (Course) Exams at Maastricht University (<https://intranet.maastrichtuniversity.nl/en/fpn-students/exams-tests-grades/exam-procedure/>) apply.
4. The R&R are each year adjusted and enacted by the Board of Examiners.

### **Article 2 Definitions**

The definitions contained in the Higher Education and Research Act (WHW or the Act) and in Article 1.2 of the Education and Examination Regulations (EER) of the research master apply.

### **Article 3 Board of Examiners**

The Board of Examiners sees to the execution of the Rules and Regulations for the research master’s examination and its components, taking into account the Act and the EER concerning the organisation and scope of the examinations of the research master of FPN. The Board of Examiners will appoint examiners to conduct the 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 requirements for a part of the examination that the student has taken.

#### *Article 3.1 Appointment and composition of the Board of Examiners*

1. The dean of FPN installs the Board of Examiners and appoints its members based on their expertise in the field of the degree programme.
2. The Board of Examiners is led by the chair(s).
3. The composition of the Board of Examiners is such that it reflects the programmes at FPN as well as possible.
4. At least one member is an external member, who is not involved in education in the FPN programmes.
5. The Board of Examiners is supported by the secretaries.

#### *Article 3.2 Working method of the Board of Examiners*

1. The Board of Examiners meets every month with the full committee.
2. The chairs and secretaries are in charge of the daily management and they meet weekly to discuss non-standard requests, appeals, the topics and the agenda of the plenary meeting, and any other relevant business that comes up.

3. The meetings of the Board of Examiners are not public due to the confidential nature of matters discussed.
4. In the event that a request or complaint submitted to the Board of Examiners involves an examiner who is a member of the Board of Examiners, the respective examiner will abstain from deciding on the request or complaint as stated in art. 7.12b, paragraph 4, WHW.
5. The Board of Examiners may delegate clearly defined duties (e.g. to committees or subcommittees).
6. The secretaries to the Board of Examiners take standard decisions based on the EER, the R&R and/or the jurisprudence of the Board of Examiners. Non-standard requests are discussed during the weekly meetings with the chair(s).
7. Only complete and correctly submitted requests and complaints will be processed.
8. The Board of Examiners decides upon a request or complaint within 20 working days after the request or complaint was submitted. In special circumstances, this term can be extended by another 20 working days.

#### **Article 4 Examiners**

1. The Board of Examiners appoints examiners who are qualified to assess final examinations and other educational components. Examiner qualifications vary depending on the type of examination/educational component, resulting in distinct categories. All categories require a master's degree, with some requiring a PhD. Most categories also require a University Teaching Qualification (UTQ) or completion of specific UTQ workshops. Alternatively, examiners can be appointed temporarily while pursuing the UTQ qualification.
2. For the master's thesis research project, first assessors must hold a PhD. Second assessors must hold a PhD, be a PhD student, or be a lecturer who has completed the UTQ workshop "Supervision of Research and Writing Assignments". After acting as a second assessor twice and completing the workshop, PhD students and lecturers can also become first assessors.
3. While in principle examiners have to belong to the academic staff of the FPN, upon request, the Board of Examiners can also appoint other experts (i.e. non-academic staff) at FPN or experts from outside FPN as examiner.
4. In the event that experts from outside FPN are appointed in the context of clinical components as examiner, they are required to be general psychologists (at master's level) and have, in principle, at least three years of work experience in the clinical field.
5. In case of a master's thesis research project, the research project coordinator of the relevant specialisation is responsible for ensuring that the supervisors/assessors meet the appointment requirements set by the Board of Examiners.
6. In case of a research project outside UM (external research project) the external supervisor needs to have a PhD or needs to have a track record showing experience in conducting research and writing scientific papers. When this is not the case, two internal supervisors will have to serve as supervisors. The external supervisor still acts as assessor of the practical part (the 'research project') and informs the internal assessor about the student's performance and grade. In this

case, the internal supervisor will also take care of the administration and keeps a copy of this appraisal for two years after the conclusion of the research project. The requirements for the other/second assessor are equal to those of an internal research project.

7. In case of an external research project, the research project coordinator of the relevant specialisation is responsible for ensuring that the supervisors/assessors meet the appointment requirements set by the Board of Examiners
8. In case of a clinical internship, its coordinator is responsible for ensuring that the supervisors/assessors meet the appointment requirements set by the Board of Examiners. In case the student wants to receive the BAPD, the student has to contact one of the staff members listed on Student Intranet:  
<https://intranet.maastrichtuniversity.nl/en/fpn-students/masters-thesis-internships/clinical-internship/supervision-clinical-internship>.
9. The Board of Examiners may decide to withdraw an appointment as examiner if the examiner does not adhere to laws and/or the R&R of the Board of Examiners, or if the assessment skills of the examiner (e.g., to construct an exam, to examine, and/or to grade an exam) have proven to be of insufficient quality.

#### **Article 5    Flexible programme**

1. Students who wish to follow a flexible programme as referred to in Article 7.3j WHW and Article 3.8 EER must submit a motivated request to the Board of Examiners at least six weeks before the start of the academic year.
2. The request must clearly substantiate why the regular curriculum as stipulated in article 3.6 EER does not suit the student's needs in order to compose a custom flexible programme.
3. The Board of Examiners will determine whether the programme will lead to the required level of knowledge and skills to receive the degree of Master of Science in Cognitive and Clinical Neuroscience. The degree will not include any specialisation.
4. The content of the flexible programme should be coherent.
5. The flexible programme must have a study load of 120 ECTS credits.
6. The flexible programme should at any rate contain the following educational components: the Research proposal (1 ECTS credit), the master's thesis research project (33 ECTS credits), the oral master's thesis inquiry (2 ECTS credits) and the master's thesis (14 ECTS credits).
7. If the flexible programme contains both a master's thesis research project and clinical internship, it should at any rate contain the following educational components: the Research proposal (1 ECTS credit), the Research proposal minor's thesis (1 ECTS credit), the master's thesis research project (18 ECTS credits), the clinical internship (15 ECTS credits), clinical activities report (0 ECTS credits), the oral master's thesis inquiry (1 ECTS credit) and the master's thesis (10 ECTS credits).
8. Depending on the flexible programme and without prejudice to paragraph 7 of this article, the student may be allowed to write a minor's thesis of 4 ECTS credits in combination with a master's thesis of 10 ECTS credits instead of a master's thesis of 14 ECTS credits.

**Article 6    Grades, guessing correction and rounding**

1. The minimum number of points that are needed to obtain a passing grade and/or the weighing of exam components will be provided by the course coordinator in the course manual and/or on Canvas.
2. Within the same academic year, exam questions are not identical across different exams (i.e., the initial exam and the resit). Overlap with exam questions of the previous academic year should be at most 50%.
3. Close-ended questions in exams, such as multiple-choice questions, will be corrected for guessing.
4. The final grade and all grades that contribute to the final grade will be rounded off to the first decimal.
5. The second decimal figure is decisive for the rounding off. E.g., a 5.86 will be rounded off to 5.9, a 5.85 will be rounded off to 5.9, a 5.84999 will be rounded off to 5.8 and a 5.84 will be rounded off to 5.8.

**Article 7    Proof of having passed a course/module****1. Core Courses**

A student can have a course registered as 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 as absent. If a student has not complied with the attendance obligation but has still taken an exam, the grade of the exam will be declared invalid;
- b) A core course is passed when the final grade, calculated from all assessment components, is at least a rounded 6.0 (see article 6 for rounding regulations).

**2. Skills and practical training**

A student can have a skills or practical training course registered as passed if the following requirements have been met:

- a. Attendance of 100% of the skills or practical training sessions, unless specified otherwise in the course manual. A student who arrives after the official starting time of the meeting or leaves before the ending time of the meeting can be considered as absent.
- b. If a student has not complied with the attendance obligation but has not missed more than one meeting, the student can apply to the course coordinator for a compensatory assignment, unless specified otherwise in the course manual;
- c. Timely and sufficient completion of the required assignments.

**3. Workshops**

A student can have a workshop registered as passed if the following requirements have been met:

- a. Attendance of a minimum of 85% of the group meetings. A student who arrives after the official starting time of the workshop or leaves before the end of the meeting can be considered as absent. If a student has not complied with the

- attendance obligation but has not missed more than one meeting extra than allowed, the student will be able to apply for a compensatory assignment;
- b. Timely and satisfactory completion of the required assignments.

#### 4. *Colloquia*

A student can have the colloquium series registered as passed if the following requirements have been met:

- a. Registered attendance at a minimum of 8 colloquia; if a student has not complied with the attendance obligation but has not missed more than one colloquium, the student will be able to apply for a compensatory assignment;
- b. Timely and satisfactory completion of the required assignments.

### **Article 8 Attendance obligation**

1. Where attendance of at least 85% of meetings is mandatory, the following applies:
  - of a total of 18 meetings: at least 16 meetings;
  - of a total of 17 meetings: at least 15 meetings;
  - of a total of 16 meetings: at least 14 meetings;
  - of a total of 15 meetings: at least 13 meetings;
  - of a total of 14 meetings: at least 12 meetings;
  - of a total of 13 or 12 meetings: at least 11 meetings;
  - of a total of 11 meetings: at least 10 meetings;
  - of a total of 10 meetings: at least 9 meetings;
  - of a total of 9 meetings: at least 8 meetings;
  - of a total of 8 meetings: at least 7 meetings;
  - of a total of 7 meetings: at least 6 meetings;
  - in the case of 6 or fewer meetings there is an attendance obligation of 100%.
2. Where attendance of at least 70% of meetings is mandatory, the following applies:
  - of a total of 18 meetings: at least 13 meetings;
  - of a total of 16 or 17 meetings: at least 12 meetings;
  - of a total of 15 meetings: at least 11 meetings;
  - of a total of 13 or 14 meetings: at least 10 meetings;
  - of a total of 12 meetings: at least 9 meetings;
  - of a total of 11 meetings: at least 8 meetings;
  - of a total of 9 or 10 meetings: at least 7 meetings;
  - of a total of 8 meetings: at least 6 meetings;
  - of a total of 6 or 7 meetings: at least 5 meetings;
  - of 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. There is a 100% attendance obligation in the case of skills and practical training sessions, unless specified otherwise in the course manual.
4. Attendance will be registered by the tutor.



5. If a student has not complied with the attendance requirements, the course will not be registered as having been passed.
6. If the attendance requirements have 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. However, an individual attendance arrangement based on personal circumstances is only valid if the exam is passed during the same academic year.

### **Article 9    Grade point average**

1. A weighted grade point average (GPA) is calculated across all parts of the examination which are assessed on a ten-point rating scale with the exception of the elective courses. Scores will be weighted according to the number of course credits (see also article 3.6 EER).
2. An insufficient grade will be included in the GPA.
3. On a provisional transcript, an exam that has not been taken will not be included in the GPA.
4. On a final transcript, a GPA will only be registered when at least 120 credits have been obtained for courses/modules as stated in paragraph 1 of this article.

### **Article 10   Degree completion with distinction**

Degree completion "with distinction" is attached to the research master's examination if each of the following requirements has been met:

- a. A weighted grade point average (GPA) of at least 8.50 for all components of the research master's examination that are assessed on a ten-point scale with the exception of elective courses (see article 11, paragraph 7, R&R). Furthermore, all assessments must be passed on the first attempt. A No Grade (NG) will not be considered as a first attempt.
- b. Weighting of course grades occurs according to the ECTS credits obtained in each course (see also article 3.6 EER).
- c. master's thesis: a score of at least 8.0 or, where applicable, the proportional average of the scores for the master's thesis and the minor's thesis is at least 8.0.
- d. In the calculation of the overall GPA, thesis grades are weighted as follows: the master's thesis is equivalent to 14 ECTS credits; for students writing both a master and a minor's thesis, the master's thesis is equivalent to 10 ECTS credits and the minor's thesis to 4 ECTS credits.
- e. All courses/modules, except the internship and master's thesis, need to be passed within two years after the student started the research master. The Board of Examiners can, in exceptional circumstances, deviate from this. A student whom the Board of Examiners has found guilty of fraudulent acts within the meaning of Articles 17 and 18 and therefore had an exam result declared invalid shall not be eligible for the attribution of "with distinction".

### **Article 11   Electives**

1. Electives can be regular courses offered by the UM or another university at the master's level or higher. The content of elective courses should have a link to



the research master's goals. In questionable cases, the Board of Examiners will decide. Course content should not duplicate or extensively overlap with previously taken courses, as judged by the Board of Examiners.

2. Review electives: Students can design their own elective in the form of a scientific review, provided that it meets established criteria, as judged by the research master's Electives Coordinator. These criteria include:
  - a. supervision and assessment by a faculty member,
  - b. a minimum study load of 84 hours (3 ECTS credits),
  - c. assessment based on a written paper,
  - d. content linked to the goals of the research master.
  - e. A student may not register for more than one review elective.
3. Research electives: Students may apply for a research elective offered in the first year of the research master. These unpaid research assistant positions entail a minimum study load of 84 hours (3 ECTS credits) and are supervised and assessed by a faculty member. If selected, a student may register for no more than one research elective. Students taking a research elective must complete it before they start a research project.
4. Applications to register for electives, including review and research electives, must be submitted 6 weeks in advance of their starting date to the research master's Electives coordinator.
5. Admission to an elective course can be denied if the student does not have the prerequisite background knowledge.
6. By notifying the Board of Examiners, a student can cancel enrolment in an elective course anytime up to and including the second meeting of a course of at least 4 meetings, or up to and including the first meeting of a shorter course, or during the first week of a review or research elective.
7. For elective courses in which a grade is given, this grade will appear on the transcript, but will not be included in the weighted average score (GPA).

## **Article 12 Exemptions**

1. A request for exemption from taking an exam or undergoing another part of the examination based on what has been determined by the Act will be submitted to the Board of Examiners. A request must be submitted at least 20 working days before the start of the requested course/module. Written proof in English or Dutch must be submitted to support the request. Only official certified translations in English or Dutch will be processed.
2. The Board of Examiners makes a substantiated decision within 20 working days after having received the request. The Board of Examiners is entitled to extend this period of 20 working days by an additional period of 20 working days. 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 FPN and who has fulfilled their financial requirements.
4. The number of ECTS credits of the course that is being proposed to act as exemption must be equal to or greater than the number of ECTS credits of the course for which exemption is requested.

### Article 13 Resits

The following resit arrangements apply to students who, in the first instance, have not passed a course, module, educational component or a component thereof of the research master's examination. The relevant resits are available only to students who have complied with the attendance requirement. If a student has not complied with the attendance obligation, the grade of the resit will be declared invalid.

#### 1. *Core courses*

The student who failed a course exam or received a No Grade (NG) will have one opportunity per academic year to resit that course exam. If a student passed the initial exam, the student cannot resit the exam. If a student failed the resit, the highest failed grade counts. If the student fails both the initial course exam or practical training and the resit in one academic year, two resit opportunities will be offered in each following academic year.

#### 2. *Workshops, skills training, and colloquia*

Students who failed an assignment or a task will have to complete a resit in the same academic year.

#### 3. *Written assignments*

Each written assignment, including the research proposal related to the master's thesis and the clinical activities report, may be resat once per academic year. A resit will consist of rewriting the originally submitted assignment. A resit for a written assignment is only possible if the original assignment was submitted before the deadline, complied with all submission guidelines, and was graded as insufficient. In the case of a failed master's thesis, the resit may take place in the following academic year, depending on the original submission date. In such cases, the student must re-register for the programme in the new academic year.

#### 4. *Internship*

In case the student has failed the research project or clinical internship, the student needs to submit a request for a resit to the Board of Examiners.

### Article 14 Extra exam or other format of exam

In special cases, the Board of Examiners may decide to grant a student a different format of exam and/or an extra exam opportunity in addition to the regular exam and resit. However, it can only be approved once and only in case of one (i.e. the final) outstanding exam. The request will only be considered in case of exceptional demonstrable personal circumstances of a student, which would cause disproportionate study delay. Special personal circumstances of the student in question that can be considered are:

- a. handicap or (chronic) illness;
- b. pregnancy or given birth, also for the student's partner;
- c. special family circumstances (that necessitate for example informal care);
- d. top sport status;
- e. membership of the board of student organization of some size with full jurisdiction, a study programme committee, the education board, the faculty board, the faculty council or the university council;

- f. administrative or social activities that in the opinion of the institutional management are also in the interest of the institution or of the education that the student follows;
- g. poor studiability of the programme.

### **Article 15 Appeal procedure**

An appeal against a decision as stated in Article 7.61 WHW, including but not limited to decisions on grades and decisions of the Board of Examiners, must be submitted to the [Complaints Service Point](#) (CPS) within 6 weeks after publication of the decision. Subsequently, the appeal will be forwarded to the Board of Appeal for Examinations (CBE) who will ultimately take the decision. The appeal must be signed, dated and include the name and address of the petitioner. It should also include the grounds on which the appeal is based and, if possible, a copy of the decision being appealed.

### **Article 16 Non-regular exam inspection**

Students who for valid reasons have not attended the regular exam inspection can request a non-regular exam inspection within two weeks after the regular exam inspection. Requests to the Board of Examiners must be motivated and include evidence on why the exam inspection was missed. Requests will be processed within 20 working days.

### **Article 17 Fraud**

In this article – which is related to article 5.17 EER – it is, in accordance with article 7.12b, paragraph 3, of the Act, explained in more detail how the Board of Examiners acts under article 7.12b, paragraph 2, of the Act (WHW).

1. The Board of Examiners may impose one or several disciplinary measures set down in article 19 if it establishes that a student, in any exam or exam component or otherwise, has committed fraud, including, but not limited to:
  - a. has had any unauthorised aids/devices, resources, text, software – including artificial intelligence software such as ChatGPT – or notes at the student's disposal, or has used aids, devices and/or communication devices that were not explicitly allowed, or that were explicitly forbidden in the exam instructions and/or Rules of Procedures for (course) Exams;
  - b. has communicated or tried to communicate with another student, 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 collaborated on a graded assignment, paper or practical, whereas this was not explicitly allowed;
  - e. has posed as someone else or let someone else pose as the student;
  - f. has misled, or at least attempted to mislead or provided the opportunity to mislead an invigilator, an examiner, a corrector or the Board of Examiners relating to the examination, any exams or exam components, registration or grading;
  - g. has used an obfuscation method in submitted work that is likely to have the effect that plagiarism checking tools do not work optimally;

- h. has disregarded the instructions of the invigilator or the instructions for the exam or exam component such that an unfair advantage might have been obtained;
  - i. has performed actions or omissions, which make it impossible in whole or in part to properly evaluate the student's knowledge, understanding and skills.
  - j. has falsified the information on mandatory attendance, participation or effort obligation; or had someone else falsify that information; or has signed off on attendance, participation or effort obligations when it was not or not fully met;
  - k. has falsified exam results;
  - l. has falsely obtained, or attempted to obtain, access to an exam;
  - m. has facilitated another student to engage in fraud;
  - n. has fabricated and/or falsified survey or interview answers or research data;
  - o. has breached or attempted to breach the security measures around exams.
2. 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. In addition, students are not allowed to make any modifications to the exam. When the exam inspection is held virtually, it is not allowed to make screenshots or record the inspection. The Board of Examiners may impose one or several disciplinary measures set down in article 19 if it establishes that a student did not adhere to these rules.

### **Article 18 Plagiarism**

The Board of Examiners may impose one or several disciplinary measures set down in article 19 if it establishes that a student has committed plagiarism in any exam, part or exam component or otherwise, including, but not limited to:

- a. using or copying the student's personal or other people's texts (including programming code), data, ideas, other materials 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 (including programming code), 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 programming 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 a text that has previously been submitted for a different component/module, or is similar to a text that has previously been submitted by oneself or by others, unless explicitly allowed;
- h. submitting work or assignments acquired from or written by a third party and thus passing them off as the student's own;
- i. in all of these provisions "others" and "third party" do not only refer to people but also to generative artificial intelligence (e.g. ChatGPT). If the use of

artificial intelligence is allowed and/or does not have to be disclosed for a specific use, this is explicitly mentioned in the exam instructions, course manual and/or Rules of Procedures for (course) Exams.

### **Article 19 Measures in case of fraud and/or plagiarism**

1. In the cases referred to in Articles 17 and 18 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. a reprimand;
  - b. cancellation of the attendance of the course;
  - c. exclusion from the resit in the academic year in which fraud or plagiarism was committed;
  - d. exclusion from participation or further participation in one or more exams in the programme for a period of at most one year;
  - e. 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.
2. Repeat offenses of fraud and/or plagiarism, either within the faculty or at another UM faculty, may result in more severe sanctions. For this reason UM Boards of Examiners can inform each other if fraud and/or plagiarism has been established in an exam or exam component at another Faculty.
3. 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.
4. If fraud and/or plagiarism is established, this will be included in the student's dossier.
5. If, after investigation, it is determined that the student concerned did not commit fraud or plagiarism, no disciplinary measures will be imposed, their name will be removed from the correspondence about the alleged fraud or plagiarism and the correspondence will not be included in the student's dossier.
6. 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 and/or plagiarism was committed.
7. A student who was excluded from participation in exams, or whose exam was declared invalid for a component/module due to fraud and/or plagiarism, is not eligible for an extra exam opportunity for those components/modules.
8. In case of fraud and/or plagiarism in group assignments, when it is unambiguously clear that only specific students have committed fraud and/or plagiarism, only these students will receive punitive sanctions, but all students can be subject to corrective sanctions.
9. If the Board of Examiners suspects that a student has committed fraud and/or plagiarism in any way in any exam or exam component, the Board of Examiners shall be entitled to start the following procedure:
  - The chair or acting chair of the Board of Examiners will open an inquiry into the established facts, and may call in an expert to do so.
  - After this inquiry has been completed, but no later than 15 working days after fraud and/or plagiarism was reported to the Board of Examiners by the

examiners(s), the chair will give the student and the examiner(s) the opportunity to present their case. The student may be accompanied by an adviser, provided that the Board of Examiners is informed of the adviser's attendance in advance.

- If the Board of Examiners established that a student has committed fraud and/or plagiarism, the Board will declare the relevant exam/assessment and/or attendance registration null and void (label 0) and may impose one or several disciplinary measures set down in the present article.
- The Board of Examiners will inform the student concerned, the examiner and the Education Office of the measures taken and the reason for it. This procedure shall take place in accordance with Article 7.12b of the Act (WHW).

### **Article 20 Irregularity**

If, according to the Board of Examiners, one or more exam components or an entire exam have not been taken in the prescribed manner or if an exam component has not been conducted properly, the Board of Examiners can declare the exam or the relevant component(s) invalid, even in cases when the student is not accountable, in order to secure its legal duty as stated in Article 7.12b, paragraph 1, sub a, of the Act.

### **Article 21 Amendments**

1. Amendments to these R&R shall be determined by the Board of Examiners, if necessary, in a separate decision.
2. If amendments will be made to these R&R, this will only be done if it may reasonably be assumed that the interests of the students will not be harmed as a result.

### **Article 22 Hardship clause**

The Board of Examiners is authorised to deviate from these regulations in individual cases if strict adherence to these regulations would result in inequitable circumstances for the student.

### **Article 23 Implementation and date of taking effect**

1. The Board of Examiners will decide in all cases that have not been foreseen by the R&R
2. These R&R take effect in the academic year 2025-2026.

**Thus enacted by the FPN Board of Examiners at its meeting of 28 August 2025.**



## **APPENDICES TO THE RULES AND REGULATIONS RESEARCH MASTER COGNITIVE AND CLINICAL NEUROSCIENCE**

### **Appendix 1 Regulations for the research proposal, research project and master's thesis**

#### **Article 1 Research proposal**

1. A research proposal is an independently written proposal concerning research that the student intends to conduct during the student's research project.
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 that will be applied;
  - a description of the techniques that will be used for processing and analysing the data;
  - a description of how ethical permission for the study will be or has been obtained;
  - a reference list;
  - a timetable.
3. Guidelines for the format and length of the research proposal can be found in the research project manual.
4. Two assessors perform the assessment. They are:
  - a. two staff members of the faculty if the research project is done internally (supervisor from the faculty and a second assessor), or
  - b. the external supervisor and the supervisor from the faculty if the research project is done outside the faculty.
5. If the research proposal is judged to be unsatisfactory, the regulation about resits for written assignments, article 13, paragraph 3, R&R applies.
6. The research proposal must be submitted within 6 weeks of commencing the research project.
7. The research proposal will be assessed as Pass/Fail and can be resubmitted once.
8. Before the student can commence research activities, formal permission for the study must have been obtained from the Ethics Review Committee Psychology and Neuroscience (ERCPN).

#### **Article 2 Research project**

1. A student is required to conduct a research project and write a master's thesis as part of the student's study programme. If applicable, the clinical internship, the clinical activities report (CAR) and minor's thesis can be done before, after, or together with the research project. In case of a research project as part of a team of students, each student should formulate and investigate a unique research question.
2. The student must file an application for the research project at least one month before the start of the research project by means of a research project application



form submitted via Collent. The Board of Examiners checks whether the student has complied with the requirements in article 4.2, paragraph 1, EER.

3. If a student has failed to apply for the research project, the student is not eligible to start the research project. If a student has started the research project without applying, it will be considered invalid.
4. A research project agreement is drawn up for the research project, in which a number of arrangements are set out between the supervisors and the student. Subsequently, it will be checked whether a student has fulfilled the requirements listed in paragraph 2. The signed agreement must be sent via email to the Education Office within two weeks after the research project starts.
5. The student will be supervised during the research project by a supervisor from the faculty and a supervisor from the institution where the research project takes place (external supervisor). The task of the supervisor from the faculty and/or the external supervisor consists of advising the student in matters of content with respect to the research project activities and the reporting of these in a master's thesis (see article 3 of this appendix). In addition, the supervisor from the faculty is the contact person for the external supervisor.
6. The research project is registered as having been completed successfully by the external supervisor or the supervisor from the faculty using an assessment form via Collent.
7. The final grade to pass the practical part of the research project needs to be a least 6.0.
8. For the number of ECTS credits of a satisfactory completion of the research project, see article 3.6 EER.

### **Article 3    Master's thesis**

1. A master's thesis is an independently written report on the research that has been conducted during the master's thesis research project.
2. The master's thesis is an individually written piece of work.
3. The master's thesis is assessed on several criteria. To pass, the final grade for the thesis, based on these criteria, needs to be at least 6.0.
4. Guidelines for the format and length of the master's thesis can be found in the Research project manual.
5. The student needs to submit the final version of the master's thesis via Collent. Assessment forms have to be filled in by both supervisors via Collent within 15 working days after submission.
6. Two assessors, including at least one of the thesis supervisors, will assess an oral master's thesis inquiry regarding the content of the master's thesis and/or research proposal. This oral inquiry will include a presentation by the student, followed by questions of the present examiners to be answered by the student. The oral master's thesis inquiry is evaluated with a pass/fail assessment. This paragraph applies to all master's theses submitted on or after November 1<sup>st</sup>, 2025.
7. If the master's thesis is awarded insufficient grades, Article 13, paragraph 3, R&R applies.
8. 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 them may not exceed 2.0 points. If either grade is lower than 6.0, the student must submit a resit version of the master's thesis, which will be assessed by both assessors. If the difference between the two grades exceeds 2.0 points, the assessors will discuss the grading and agree on a new grade based on their exchanged arguments. This agreed grade will be the final grade.

## **Appendix 2 Regulations for the clinical internship and minor's thesis**

### **Article 1 Clinical internship**

1. Students following either the Psychopathology or the Neuropsychology specialisation may complete a clinical internship of 13 weeks or the equivalent of 520 hours (including writing the clinical activities report).
2. The student applies for the clinical 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, paragraph 2 of the EER.
3. A clinical internship agreement is drawn up for the internship in which a number of arrangements are set out between the external institution where the internship takes place, the clinical internship coordinator from the faculty and the student. The signed agreement must be sent to the Education Office via email within two weeks after the internship starts.
4. If a student has failed to apply for the clinical internship, the student is not eligible to start the internship. If a student has started the internship without applying, it will be considered invalid.
5. The student will be supervised during the clinical internship by a supervisor from the faculty and a supervisor from the external institution where the internship takes place (external supervisor). The task of the external supervisor is to guide and monitor the student's clinical activities, and to facilitate the clinical research project. The supervisor from the faculty advises the student concerning the conduct and reporting of research for the minor's thesis (see article 2 of this appendix) and is the contact person for the external institution where the internship takes place.
6. The internship is registered as having been completed successfully when the supervisor from the faculty has approved the student's clinical activities report and the external supervisor rated the internship performance as sufficient via Collent. The clinical internship is appraised as Pass/Fail.

### **Article 2 Minor's thesis**

1. All students who elect to follow a clinical internship are required to write a minor's thesis.
2. The minor's thesis is an independently written research report, based on a clinical topic relevant to the clinical setting where the clinical internship is conducted.
3. The research proposal of the Minor's thesis must be submitted to and approved by the clinical internship supervisor of the faculty before the research activities

commence.

4. Guidelines for the format and length of the research proposal can be found in the Clinical internship manual.
5. Before the student can commence research activities, formal permission for the study must have been obtained from the appropriate Ethics Commission/Institutional Review Board of the external institution where the clinical internship is conducted.
6. The minor's thesis is assessed on the following aspects: the clinical research question, scientific content, argumentation and form. The final grade given by the UM supervisor for the minor's thesis needs to be at least 6.0.
7. The student needs to submit the final version of the minor's thesis via Collent. Assessment forms have to be filled in by the supervisor via Collent within 15 working days.
8. If the minor's thesis is awarded insufficient grades, Article 13, paragraph 3, R&R applies.
9. The minor's thesis is graded by the clinical internship supervisor/assessor at Maastricht University.
10. At least two weeks before submitting the minor's thesis, and taking the UM supervisor's availability into account, the student arranges a meeting with the UM supervisor. During this meeting, the student's writing process and the contents of the minor's thesis will be discussed. This paragraph applies to all minor's theses submitted on or after November 1<sup>st</sup>, 2025.