



**Rules and Regulations for the International Post-Initial Master of Science in Medicine for Saudi Arabian King Abdullah Scholarship Students (IMM), academic year 2017- 2018 as referred to in Article 7.12B of the Higher Education and Research Act (Wet op het Hoger onderwijs and Wetenschappelijk Onderzoek, WHW). These rules have been determined by the Board of Examiners of Medicine, Faculty of Health, Medicine and Life Sciences, Maastricht University**

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## PARAGRAPH 1 - GENERAL

### **Article 1.1 – Scope of the Rules and Regulations**

1. These Rules and Regulations apply to all students to whom the **Education and Examination Rules, International Post-Initial Master of Science in Medicine for Saudi Arabian King Abdullah Scholarship Students** (hereinafter: IMM), academic year 2017-2018, apply.
2. The Rules and Regulations of a previous academic year may also apply to the students referred to in article 1. This will be explicitly noted in the relevant provision(s) of these Rules and Regulations.

### **Article 1.2 – Definitions**

The definitions of the Education and Examination Rules, IMM, similarly apply.

## PARAGRAPH 2 - EXAMINATIONS

### **Article 2.1 – Resit examinations or parts thereof**

The student may resit an examination or a part of an examination only if she or he has received a 'fail' qualification.

### **Article 2.2 – Determining results**

1. Before assessing the following tests – progress and other examinations – and determining the results, the examiner of the examination concerned may decide that one or more questions or parts of examinations will be excluded from the assessment and result, or that the scoring key will be changed for one or more questions.
2. The results of the aforementioned tests are based on the definitively determined examination and is established for each student separately by the examiner of the relevant examination according to provisions in the related articles of the Programme and Examination Rules/Rules and Regulations.

### **Article 2.3 - Examiners**

The BoE Med can by written decision appoint teaching staff members or external experts as examiner.

### **Article 2.4 – Rules of discipline and order in examinations or parts of examinations**

1. Instructions regarding the course of events preceding and during the examination or part of examination, issued by or on behalf of the BoE Med, must be followed by the student. The written instructions are included in the **rules of discipline and order** for the concerned examination as recorded in the Studentportal..
2. The student is obligated to show personal identification at the request of or on behalf of the BoE Med; the identification must be one of the valid identifications listed in the relevant rules of procedure.
3. When the student does not meet the provisions of the first or second paragraph, the BoE Med can decide to exclude the student from further participation in that examination or part of examination.

### **Article 2.5 –Fraud, including plagiarism**

**The "General Regulation for Fraud"**, as drawn up by the Examination Boards, further details what is understood as fraud and what measures can be imposed by the BoE Med.

### **Article 2.6 – Format of resits of examinations or parts of examinations**

The format in which the resit opportunity for an examination or part of the examination



is offered can differ from how the examination or part of the examination was taken the first time. The format of the resit of the examination or part of examination will be announced at the latest 15 working days (being Mo-Fr) before the resit date.

#### PARAGRAPH 3 – DEGREES WITH DISTINCTION ('CUM LAUDE')

##### **Article 3A – Degrees with distinction**

1. The BoE Med will award a degree with distinction ('cum laude') **of its own accord** for the final declaration if the following cumulative requirements have been met:

1. The BoE Med will award a degree with distinction ('cum laude') **on its own accord** for the final declaration if the following cumulative requirements have been met:

- to obtain a degree 'with distinction' in the final declaration, at least a 'pass' must have been achieved in the first attempt for all parts of years 1,2 and 3,

and

- to obtain a degree 'with distinction' in the final declaration, moreover, the following cumulative requirements apply. In the first attempt, it is necessary to have:

a. received the qualification 'excellent' for at least 6 out of 9 clinical rotations, and moreover, one of these 6 clinical rotations has to be the clinical rotation "HELP (GEZP);

b. received the qualification "good" for the progress examination of year 3 and moreover, the qualification "pass" for each separate progress test of year 3, and

- finally to obtain a degree 'with distinction' in the final declaration, the student concerned may not have committed fraud.

##### **Article 3B – Amended requirements for awarding degrees with distinction ('cum laude')**

If the requirements as listed in article 3A are in any event different from those from a previous year in which the student was registered, and the concerned student experiences a disadvantage as a consequence hereof, the requirements will prevail as recorded for the previous academic year.

#### PARAGRAPH 4 – STUDY DOSSIER AND STUDY ADVISORS DOSSIER

##### **Article 4.1 – Study dossier: content**

1. For each student there is a study dossier.

2. The study dossier contains:

a. The results of the examinations.

b. An overview of the number of credits obtained.

c. The final assessments/qualifications and views regarding professional behaviour.

d. The decisions made by the BoE Med.

e. Any judgements or rulings from the Court of other judicial institutes.

f. Other relevant documentation.

##### **Article 4.2 – Study dossier: administration**

1. The administration of the study dossier lies with the chair of the BoE Med and is executed on his or her behalf by the head of Educational Affairs.

2. The head of Educational Affairs arranges for all the information as detailed in article 4.1 (2) to be included in the study dossier. He or she does what is necessary to promote the accuracy and completeness of the entered data. He/she also takes measures to prevent loss or damage of the data and protect it against unauthorised perusal, modification or distribution thereof.

3. The processing of the study details and the entering thereof in the study archive must be in accordance with the provisions in these Rules and Regulations.

4. The study dossier is administered from the moment that the student is registered for the IMM until six years after the moment that the student has met all examination



requirements of years A, B and C of the IMM or until six years after the moment that the student leaves the IMM.

#### **Article 4.3 - The study dossier: release of personal details**

1. Personal details from the study archive can be released to the chair and members of the BoE Med, examiners, to the concerned student and to the persons necessary, in the view of the chair of the BoE Med, to the implementation of the role of the BoE Med. Personal details can also be released to members and secretary of the Court of Appeal for Examinations, if the concerned student has brought an appeal.
2. Personal details can be released to the study advisors and the mentor of the concerned student on the basis of their responsibility as study supervisors.
3. Personal details can be released to the chair and the members of the professional behaviour review committee on the basis of their responsibilities regarding the professional behaviour examination.
4. Personal details can furthermore be released if this is required in consequence of a legal order.
5. Personal details can only be released to abovementioned persons if this is necessary to carry out their tasks taking into account the subsidiarity principle and the proportionality principle.
6. Release of personal details to other parties than mentioned in the previous paragraphs, will only take place after permission is granted by the student concerned.

#### **Article 4.4 - The study dossier: scientific research**

De BoE Med may upon request make study data that are not personal data available for research purposes.

#### **Article 4.5 – Study advisor’s archive**

1. Study advisors of the Student will save correspondence and other particulars of the student in an archive separate from the study dossier.
2. The student is allowed access to the archive in his or her name, as referred to in paragraph 1.
3. Access to anyone other than those mentioned in the previous paragraphs is only granted after permission from the student as well as the study advisor.

### PARAGRAPH 5 – FINAL PROVISIONS

#### **Article 5.1 –Correspondence with the BoE Med via email**

The BoE Med can correspond with students via e-mail; in that case they will address their correspondence to the student email-address of the Maastricht University.

#### **Article 5.1a – Unforeseen circumstances**

In circumstances not provided for by these regulations, BoE Med will make a decision.

#### **Article 5.2 – Hardship clause**

The BoE Med is authorised to deviate from these regulations in certain individual cases, if the unaltered application will in its opinion, due to exceptional circumstances, lead to serious injustices at the expense of an individual student.

#### **Article 5.3 - Documents indicated in this regulation with a computer-link**

Documents which are indicated in this regulation with a computer-link, are the most up to date documents. These documents are leading and binding.

#### **Article 5.4 – Official title**



These regulations will be referred to as the Rules and Regulations, IMM, academic year 2017-2018.

**Article 5.5 – Date of Commencement**

These Rules and Regulations take effect on 1 September 2017 and apply to the academic year 2017-2018.

As established by the BoE Med on 20 February 2017.