



**Education and Examination Regulations (EER) of the Master's Programme in Medicine, 2013 curriculum, 2018-2019, English track** of the Faculty of Health, Medicine and Life Sciences, Maastricht University, as meant in Section 7.13 of the Dutch Higher Education and Research Act [*Wet op het hoger onderwijs en wetenschappelijk onderzoek*].

These rules have been adopted by the Dean after advice of or consent from the Programme Committee (Opleidingscommissie) and after consent from or in consultation with the Faculty Council (Faculteitsraad).

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## SECTION 1 – GENERAL

### **Article 1.1 – Applicability of the regulations**

These regulations apply to all students registered for the Master's Programme in Medicine, English track (to be referred to hereinafter as 'MaMed'), for the 2018-2019 academic year – 2013 curriculum. The MaMed – also referred to as the follow-up master's programme – 2013 curriculum, is provided within the Faculty of Health, Medicine and Life Sciences (to be referred to hereinafter as 'FHML') of Maastricht University (to be referred to hereinafter as 'UM').

1. These rules apply to all students in the MaMed registered for the academic year 2018-2019.
2. Registered are all international scholarship students.
3. Scholarship students can only be admitted to the MaMed if they have a scholarship provided by their government.
4. Students can only be admitted to the MaMed if their language level is at least IELTS 6.5.

### **Article 1.2 – Definition of terms**

In these regulations, the following terms shall be understood to have the meanings assigned to them below:

- Academic adviser: Instructor charged with general and specific duties relating to providing study guidance to all students.
- Academic year: the time period starting on 1 September and ending on 31 August of the next calendar year.
- the Act: the (Dutch) Higher Education and Scientific Research Act (Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek, WHW)
- Assessment plan: description of an educational activity concerning content and examination
- Board of Examiners of Medicine (BoE Med) [*Examencommissie Geneeskunde*] The committee referred to in Section 7.12 of the Act;
- Clinical placement: Period of education during which students obtain practical healthcare experience.
- Clinical placement coordinator: Person who, as chairperson of the clinical placement scheduling group, supervises and is responsible for the quality of education and testing during the relevant clinical placement.
- Competency domains: Various roles as listed in the 2009 [Framework for undergraduate medical education in the Netherlands](#).
- Course year: The year in which a programme described below is offered.
- Credit: a unit equal to one ECTS credit with a study load of 28 hours, in accordance with Section 7.4 of The Act.
- ECTS: European Credit Transfer System
- Exam: Under The Act, an exam is a component of the final examination programme. An exam may consist of several components/tests.
- examiner: the person designated by the board of examiners to administer exams and to determine the results of such exams;
- Elective: Study unit encompassing educational activities that fall under the elective education programme.
- Final examination: Under the The Act, a final examination is the sum of all of the examinations conducted during the study units that are part of the programme.
- Framework: the 2009 [Framework for undergraduate medical education in the Netherlands](#).
- HELP: Healthcare Participation.



- IELTS: International English Language Testing System.
- Master assessment committee: a committee of examiners comprising of experienced mentors, possibly including other evaluators. The master assessment committee will render a final assessment of the portfolio based on the mentor's advice and the master's portfolio. Beside this it monitors the progress of students, provides advice and offers tailor-made solutions where possible to promote student progress.
- Master's Programme: Programme defined in Article 7.3a(1)(b) of The Act.
- Mentor: Person who advises the student on the assembly of his/her portfolio and competency development.
- Portfolio: The central instrument for assessing the student's learning process and competency development.
- Portfolio examination: aggregated rating of all information in the portfolio at review time T1, T2 and T3.
- Progress test: progress test held several times a year. A test in the competency domain of medical knowledge and skills.
- Rules and Regulations: the regulations to be specified by the BoE Med to: ensure the quality of examinations and final examinations; establish guidelines and instructions in the context of the EER regarding grading examinations and final examinations and determining the results of examinations and final examinations; grant exemptions; and take measures to combat fraud.
- SCIP: Scientific research Participation
- Scholarship students: students who are studying here with a scholarship from their government.
- Student: A person who is registered at UM to take the courses and/or exam and tests for the programme and who is subject to the application of Article 1.2, of these EER.
- Student portal: Electronic learning environment of Maastricht University.
- Working day: Monday – Friday (not being a holiday)

### **Article 1.3 – Aim of the programme**

The objective of the Master's Programme is to impart knowledge, insights, and skills to the student so that he/she meets the final qualifications laid down in the applicable [Framework 2009 for undergraduate medical Education](#)

### **Article 1.4 – Programme format, language, and academic advisement**

1. This is a full-time programme.
2. The education and examinations are provided in the English language.
3. The faculty will provide study guidance for students registered for the programme.
4. A minimum of 30% of the MaMed programme has to be done in the Netherlands.

### **Article 1.5 – Fraud**

1. 'Fraud', including 'plagiarism', is defined as acts or omissions by a student which make it impossible, in whole or in part, to properly evaluate his/her knowledge, understanding and skills.
2. 'Plagiarism' is defined as the presentation of ideas or words/passages from one's own or someone else's sources without proper acknowledgment of the sources.
3. The term 'fraud' is also understood to include attempted fraud.
4. If the BoE Med determines that a student has engaged in fraud with respect to an exam or exam component, the BoE Med can take appropriate measures.



5. In case of fraud/ plagiarism in group assignments the whole group is in principle responsible for the fraud/ plagiarism. In case of fraud/ plagiarism in group assignments the measures may differ per individual student if there is undisputed evidence of unequal contribution of these individuals to the committed fraud/ plagiarism.

6. In serious cases of fraud, the BoE Med can propose to UM's Executive Board that the student(s) concerned should be permanently expelled from the programme.

7. The General FHML Regulation on Fraud [\[Fraudregeling van de FHML/UM\]](#) drawn up by the BoE Med provides further details of the definition of fraud and the measures that the BoE Med can impose. This regulation is accessible through the Student Portal.

## SECTION 2 – STRUCTURE OF THE PROGRAMME

### **Article 2.1 – Study load in credits and division over the course years**

1. The programme has a study load of 180 credits, with one credit equalling 28 hours of study.

2. The study load of 180 credits is divided over 3 phases organised during the three master's years (see also article 2.4). Each phase is considered to be a single study unit of 60 credits. The 180 credit points are awarded at the end of the medical studies. The student will receive information about his or her study progress at the following moments: T1, T2 and T3.

### **Article 2.2 – Composition of the programme**

1. The programme comprises the following primary components:

- a. Clinical rotation Medicine
- b. Clinical rotation Surgery
- c. Clinical rotation Mother and Child
- d. Clinical rotation Neuro Sciences
- e. Clinical rotation Family Medicine and Social Medicine
- f. Elective A
- g. Elective B
- h. Scientific research Participation (SCIP)
- i. Healthcare Participation (HELP)
- j. Master's portfolio, in which the student records all relevant information and feedback about his/her competency development.

2. The principles of the content and objectives of the primary components referred to in paragraph 1 can be consulted via Student Portal.

### **Article 2.3 – Portfolio examination**

1. Every phase is ended by a portfolio exam (T1, T2, T3) at which the information in the portfolio concerning competency development is judged per competency. A more detailed description of the rules concerning the portfolio exam, is included in the exam plan which will be published on Student Portal.

#### **2.3a Progress testing**

1. In every phase progress testing is used. This way of testing consists of several progress tests in every phase. Every progress test is a test concerning knowledge and application of knowledge on the level of the final qualifications laid down in the "[The 2009 framework for undergraduate medical education in the Netherlands](#)".

2. More (logistic) information about progress testing can be consulted via [Student Portal](#).

3. The results of the individual progress tests are an obligatory part in the



Master's portfolio.

**Article 2.4 – Admission to the Healthcare Participation (HELP)**

A student may be admitted to the Healthcare Participation if he/she has demonstrably made sufficient progress in his/her competency development during the five regular clinical placements, as evidenced by positive assessments in his/her master's portfolio at T1 (after Medicine and Surgery) and T2 (after Mother and Child, Neurosciences and Family Medicine and Social Medicine). T3 occurs after all elements mentioned in article 2.2.1 have been finalized. By "sufficient progress" is meant that a student grows to 'according to expectation' or maintains at least a sufficient level.

**Article 2.5 – Combining clinical placements with pregnancy and childcare**

1. With regard to pregnancy and/or childcare (and/or other care tasks initially limited to family members in the first line), the BoE Med may set up a custom programme for master's students upon their written request.
2. The request referred to in paragraph 1 should be accompanied by a specific proposal for a programme that has been prepared in consultation with the academic adviser and the department rotation planning.
3. The BoE Med strives to make a decision as soon as possible but no later than 2 months after submission of the request.

**Article 2.6 To declare an examination invalid**

The BoE Med is authorized to declare an exam invalid.

SECTION 3 – GENERAL PROVISIONS ON EXAMINATIONS (TESTS OR TEST COMPONENTS) AND THE FINAL EXAMINATION

**Article 3.1 – Format of the exams**

1. The Faculty Board determines whether the exams will be conducted in writing, orally, or otherwise. The BoE Med has the ability to decide different in special cases.
2. Upon request, and to the extent reasonably possible given the objective of the programme and its organisational and educational prerequisites, disabled students will be afforded the opportunity to take their exams in a manner that takes their individual disability into account as much as possible. If necessary, the BoE Med will obtain expert advice where necessary from the faculty's student advisor and/or the student dean before taking a decision in such matters.
3. Oral exams will be publicly accessible, unless the BoE Med decides otherwise in writing in a particular case or if a student objects to the examination being publicly accessible.

**Article 3.2 – Exam results**

Exam results (T1, T2, T3) will be expressed as stated in the qualifications for the relevant exam.

**Article 3.3 – Grading and publication of exam results**

1. Unless stipulated otherwise in this document or in the Rules and Regulations, the master assessment committee determines the result for a portfolio exam (T1, T2, T3). The master assessment committee will provide the educational organisation/secretary for the BoE Med with the information needed for the purpose of announcing the result to the student. The announcement of the exam results will take place within 15 working days after the day of correct submission



of the request for assessment of the portfolio exam or within 15 working days after the deadline or agreed submission date.

2. The examiners responsible for the exams are obliged to write an assessment plan. This plan describes the format and content of the exam components and results, the timetable of the testing, the appropriate pass/fail scores and the method for determining the results. After acquired advice of the BoE Med these plans are published on the Student Portal. The method of grading exams and set grading standards are - as the Act prescribes - included in the Rules and Regulations and are shown on the forms belonging to T1, T2 and T3.

#### **Article 3.4 – Right of inspection**

1. Within 10 working days of the date on which the result of a written exam, including a computer-based exam, is announced, students may, upon request, inspect their graded work.
2. Within the period referred to in paragraph 1, the students may, upon request, inspect the questions and assignments for the written exam and the norms based on which it was graded.
3. The announcement of the results of a written examination must include a statement of how the examination can be inspected.

#### **Article 3.5 – Period of validity of the exams and components of exams**

1. The period of validity of exams that have been passed is unlimited. Contrary to the above the BoE Med may request an additional exam or component of an exam if the existing results are older than 5 years and the student's knowledge or insight that was examined is demonstrably outdated or the skills that were examined are demonstrably outdated.
2. In exceptional circumstances as meant in article 7.51 of the Act, second part (for example as a result of pregnancy, disease or board memberships), this period of 5 years (as mentioned above) can be extended as long as the scholarship permits this or as long as the student receives financial support from the profiling fund.
3. Components of an exam that were sufficient but without passing the complete exam will lose their validity after the end of the academic year in which these results were achieved, unless the BoE Med decides different.

#### **Article 3.6 – Exemption from examss**

1. At a student's request, the BoE Med may exempt a student from taking an exam or components thereof if the student demonstrates to the BoE Med's satisfaction that he/she has successfully completed part of another programme that is comparable in terms of substance and study load.
2. Granting an exemption does not obligate the faculty to offer alternative educational content during the period for which the exemption was granted.
3. The BoE Med will not grant any exemption based on exams passed by a student outside the programme during a period in which the student was barred by the BoE Med from taking exams for the programme because of fraud.

#### **Article 3.7 – Final examination in the MaMed**

The following examination can be taken in the Master's Programme: the final Master's Examination/Medical Board Examination (Section 7.10 of The Act) at T3.

#### **Article 3.8 – Final Master's Examination/Medical Board Examination**

The student will have passed the final Master's Examination/Medical Board Examination if he/she earned all 180 credits of the MaMed.

#### **Article 3.9 – Degree and diploma**

1. Candidates who have successfully passed the final Master's Examination for the MaMed will be awarded a "Master of Science" degree. The degree will be accompanied by a statement of the field or profession to which the degree



relates.

2. As proof that the final examination was passed, the BoE Med will issue a diploma, after it has been stated by or on behalf of UM's Executive Board that the procedural requirements for receiving the diploma have been met.
3. The diploma showing that the examination has been passed will in any case indicate:
  - a. the name of the programme;
  - b. the final examination components;
  - c. (where appropriate) the right to practice a specific profession which is related to the diploma;
  - d. the degree awarded;
  - e. the date on which the programme was most recently accredited or reviewed.
4. Students who are entitled to be issued a diploma may, stating reasons and with due observance of UM's rules, ask the BoE Med not to do this yet.
5. The diploma will be signed by the chair of the BoE Med and the dean.
6. The diploma will be awarded in public, unless the BoE Med decides otherwise in exceptional cases.
7. The diploma will be issued along with a list of final examination components and a supplement.
8. The BoE Med may award the '*cum laude*' designation in accordance with the provisions in the Rules and Regulations.

#### SECTION 4 – ADMISSION

##### **Article 4.1 – Admission to Year 1 of the MaMed**

1. Only scholarship students will be admitted to the education and examination programme of Year 1 of the MaMed if they have earned the 180 credits of the three course years of the preceding Bachelor's Programme in Medicine and have been awarded with the bachelor's degree and have an IELTS score of at least 6.5.

The flexible bachelor's degree will not confer admission to the education and examination programme of the MaMed.

#### SECTION 5 – SERIOUS PROBLEMS REGARDING PROFESSIONAL CONDUCT AND UNSUITABILITY (*IUDICIUM ABEUNDI*)

##### **Article 5.1 - Professional conduct and performance in the programme, including patient care**

1. If, at any time during the programme, an instructor or other party not directly involved in the programme considers the student's professional conduct as failing to meet the standard required for functioning in the programme, including with regard to patient care, the instructor or other party will notify the BoE Med of this in writing, stating the reasons for their opinion.
2. Based on such report, the BoE Med will determine whether the student's professional conduct merits investigation. The BoE Med initiates investigations pursuant to this article by notifying the relevant student and the FHML Faculty Board in writing. The investigation will be completed within six weeks.
3. An investigation will at least include an interview with the student and the relevant instructor and/or party not directly involved with the programme. The findings of the investigation will be laid down in writing.
4. The results of the investigation will be attached to the notification and included in the study portfolio.
5. The BoE Med will seek an individual solution.

### **Article 5.2 – Unsuitability (*iudicium abeundi*)**

1. In exceptional circumstances and after carefully weighing the interests involved, the BoE Med or the dean/ the faculty board may, stating reasons, ask the UM's Executive Board to terminate or deny a student's registration for a programme if, through his/her conduct or statements, the student has shown that he/she is unsuitable to practice one or more professions for which the Medical Education programme in which he/she is registered is training him/her or is unsuitable for the practical preparation for the profession. The Faculty Board, the BoE Med and the UM's Executive Board then respect the rules of the Protocol *Iudicium Abeundi* as established by the *Nederlandse Federatie van Universitaire Medische Centra*, november first 2010.
2. The specific rules (clauses) concerning this in the Maastricht University's Enrolment Provisions (*Inschrijvingsbesluit Universiteit Maastricht*) apply.

## SECTION 6 – LEGAL PROTECTION

### **Article 6 – Right of appeal**

Within six weeks after the decision by the examiner and the **BoE Med** is announced, the student may appeal this decision to UM's Complaint Service Point. The appeal must be signed, must include a date and 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 – TRANSITIONAL PROVISIONS AND FINAL PROVISIONS

### **Article 7.1 – Amendments**

1. Amendments to these regulations will be adopted by the FHML Faculty Board in accordance with the procedure laid down in the faculty rules and the law.
2. No amendments can be made that would apply to the current academic year, unless it can be reasonably assumed that no student interests would be harmed.

### **Article 7.2 – Publication**

1. The FHML Faculty Board will ensure the suitable publication of these regulations, the Rules and Regulations, and any amendments thereto.
2. Any interested party may obtain a copy of the documents referred to in the first paragraph from the secretary for the FHML Educational Institute.

### **Article 7.3 – Evaluation**

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

### **Article 7.4 – Unforeseen cases**

In cases for which these regulations do not provide or do not clearly provide, the FHML Faculty Board will issue decisions after consulting the BoE Med. The decision will be in writing and substantiated.

### **Article 7.5 – Hardship clause**

The BoE Med has been authorised – after consulting the FHML Faculty Board – to deviate in the student's favour from these regulations in individual cases if it believes that the unabridged application of these regulations would result in unreasonable treatment or serious unfairness. This is with exception to the rules concerning the study advice in which by law the FHML faculty board is qualified.

### **Article 7.6 – Citation**

These regulations should be cited as the Education and Examination Regulations



of the Master's Programme in Medicine, 2013 curriculum, English track, 2018-2019.

**Article 7.7- 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 7.8 – Effective date**

These regulations will enter into effect on 1 September 2018 and will apply to the 2018-2019 academic year.

*Adopted by the Dean of the FHML on 12 June 2018.*

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SECTION 8 – Addendum

**Appendix to the EER 2018/2019: Language of instruction**

**Dutch** programme with an **English track** (Engelstalige versie):

**Master's Programme/ Track in Medicine (Mamed)**

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.

Because of the specific educational nature and profile of the Master Geneeskunde and Master's Programme/ Track in Medicine (Mamed), teaching and examinations are conducted in Dutch and English. This guarantees the quality of education, because:

- The content of the programme has a national as well as an international orientation and focus. The aim of the programme is to prepare students on medical and healthcare issues and problems in an international context.
- The academic community (including the programme's teaching staff) is internationally oriented. In this programme/ track the "international classroom" concept is used and is English the common international language.
- The programme prepares students for the Dutch and international labour market. The population of students is a mix of Dutch and foreign students. At the end of the programme / track students may work as a doctor either in the Dutch healthcare or in the healthcare abroad.