

Colloquium Doctum Faculty of Law

Bachelor European Law School Regulations academic year 2024-2025

Regulations for the entrance exam as referred to in Article 7.29 of the Higher Education and Academic Research Act (Wet op het Hoger Onderwijs en het Wetenschappelijk Onderzoek (WHW)), whereby the general level of education and knowledge of candidates and their suitability for legal studies are assessed.

Successful completion of the Colloquium Doctum examination results in admission to one of the bachelor programmes offered by the Faculty of Law at Maastricht University.

Bear in mind that there is a numerus fixus and passing the Colloquium Doctum does not automatically guarantee a place in the bachelor programme for the next academic year.

Article 1 Conditions for participation

Eligibility for participation in an entrance exam as referred to in Article 7.29 of the Act, hereinafter to be referred to as: 'Colloquium Doctum', depends on the following, cumulative requirements:

- a. the candidate does not meet the education requirements for immediate admission as stated in Article 7.24 of the Act, nor the requirements for exemption under Article 7.28 of the Act;
- b. the candidate is 21 years or older at the time of enrolment;
- c. the candidate's application for participation in the Colloquium Doctum has been approved and the registration fee of the exam has been paid.

Article 2 Colloquium Doctum Committee

The Colloquium Doctum shall be administered by Maastricht University Faculty of Law Colloquium Doctum Committee, established by the Faculty Board, hereinafter to be referred to as: 'the Committee'.

Article 3 Application

1. An application to take a Colloquium Doctum may be submitted to the Maastricht University Faculty of Law Colloquium Doctum Committee, by means of the designated registration form.
2. The application must be submitted by **13 December 2024, 23:59 CET at the latest** prior to the academic year for which the candidate wishes to enroll.
3. The application must include:
 - a completed application form;
 - your resume;
 - copies of relevant diplomas and list of marks. The Committee may require these copies to be authenticated;
 - a copy of a valid identity card.



Article 4 Registration fee

1. A registration fee of EUR 100 shall be paid to participate in the Colloquium Doctum.
2. Information regarding the payment method will be announced after registration.
3. In the event of cancellation until one month before the Colloquium Doctum, the registration fee already paid shall be refunded. After this date there will be no refund.
4. For participation in any written and/or oral resit, the registration fee of EUR 100 needs to be paid again.

Article 5 The examination

1. The Colloquium Doctum shall include an examination of the candidate's suitability for enrolment in Maastricht University's English-taught undergraduate European Law School programme and an examination to establish whether the candidate has a sufficient command of English to successfully follow the degree programme and sufficient skills in other foreign languages.
2. At the Committee's discretion, the examination will either take place on-site at a designated location or, in whole or in part, remotely through digital means.

Article 6 Components

1. The Colloquium Doctum shall include the following components:
 - a. Giving written answers to questions in two foreign languages (Dutch, French, German) under supervision. This may involve answering (multiple choice) questions on and/or summarizing the content of one or multiple texts in the relevant languages;
 - b. Writing a paper in English based on one or more articles from a periodical such as The Times, International Herald Tribune or any other appropriate daily or weekly publication, or explaining such article, to be decided by the Colloquium Doctum Committee;
 - c. Giving oral answers in English to questions about the history of the European Union and general history that test analytical skills.
2. The Maastricht University Law Colloquium Doctum Assessment Regulations, hereinafter to be referred to as: 'the Assessment Regulations', contains a further description of the required level of knowledge. The Assessment Regulations shall constitute part of these regulations.

Article 7 Exemptions / exceptions

1. Given the exceptional nature of the Colloquium Doctum procedure, exemptions shall in principle **not** be granted. The granting of an exemption from one or more components of the Colloquium Doctum examination in cases of particular hardship or exceptional circumstances, as well as the decision, in exceptional circumstances, to grant a language exam in another foreign language than those mentioned in the Colloquium Doctum Assessment Regulations under no. 2, is at the discretion of the Colloquium Doctum Committee.
2. An application for an exemption shall, if possible, be submitted simultaneously with the application to take the Colloquium Doctum and in any event **by 15 April at the latest** prior to the academic year for which the candidate wishes to enroll. The application shall include a statement of reasons and written supporting documentation enabling a decision to be taken. The Committee shall decide **before 15 May** whether the exemption shall be granted.



3. The Committee may grant an exemption which is conditional on a ground occurring after 1 May and before the start of the academic year. In that instance, the Committee may grant the exemption subject to the condition that this ground does indeed arise before the start of the academic year. The Committee shall then determine the result as soon as possible after this condition has been fulfilled.
4. Non-participation in a component for which a conditional exemption has been granted shall be at the candidate's risk.

Article 8 Arriving late in the examination room

1. The student shall be granted access to the room where the exam is being administered up to 30 minutes after the official starting time of the examination, but the candidate shall not be given any extra time by default. During the exam, the Committee or one of its members shall be asked to decide whether extra time for the examination shall be given, based on the reason why the candidate was late.
2. Where the exam takes place remotely at a specified time and, as the case may be, during a virtual meeting, the provisions of subsection 1 above apply mutatis mutandis.

Article 9 Use of examination room

1. Before the exam starts, any jackets and bags shall be placed under the table or at a spot designated by staff.
2. The devices mentioned in Article 16(c) (including communication devices and other information carriers) must be stored in the bag and turned off. Unless the Board of Examiners has stated otherwise, these devices may not be used during the examination. These forbidden devices may not be taken out of the bag until the candidate has left the examination room.
3. The student may not wear a watch during the exam. The watch must be stored in the student's bag before the exam starts. The watch may not be taken out of the bag until the student leaves the exam room.
4. The student may not leave the room until 30 minutes after the official starting time.
5. Where the exam takes place online and/or through a virtual meeting application, no communication devices or information carriers may be used during the exam with the exception of the device through which the candidate takes part in the online exam. On that device, the candidate shall not, for the duration of the exam, access any information, run any application, or visit any website other than information, applications, or websites explicitly indicated as part of the exam or of the online exam environment.

Article 10 Inspection of the examination

The candidate may send an application to inspect a written component of the exam to colloquiumdoctum@maastrichtuniversity.nl. In case of a handwritten exam component, a scan of the exam shall be sent to the candidate; in case of an electronic exam, the candidate shall receive a copy of the relevant electronic document. Upon receipt of the inspection copy, the candidate is invited to respond with comments or observations not exceeding one A4 page. The corrector shall then complete the exam inspection procedure with the candidate.

Article 11 Result

1. The result of the Colloquium Doctum shall be expressed in the assessment 'eligible for admission' or 'non-eligible for admission'. The method of assessing the separate components has been laid down in the Assessment Regulations.



2. Unless Article 7.3 applies, the candidate will be informed of the results achieved after taking the oral component (incl. resit) of the Colloquium Doctum.

The result must be appealed within 30 days after the result is received. Appeals must be directed to the following address:

Maastricht University
Student Service Centre
Complaints Service Point (CSP)
PO box 616
6200 MD MAASTRICHT

or via e-mail: complaintsservice@maastrichtuniversity.nl (document has to be signed)

Article 12 Resit

The Committee may decide that a candidate is eligible to resit one or more components of the Colloquium Doctum. The Assessment Regulations include further rules on this.

Article 13 Illness

Illness shall be considered a 'lost opportunity' for both the written and oral exam component. Candidates may request an extra opportunity to take the exam but permission for such opportunity is at the discretion of the Committee. The candidate should preferably submit a doctor's note to prove the illness.

Article 14 Access to the bachelor's phase

1. Subject to the rules concerning registration and enrolment;
The candidate who has passed the Colloquium Doctum is entitled to participate in the unweighted lottery system of Maastricht University's bachelor European Law School. The Colloquium Doctum certificate does not automatically guarantee a place in the bachelor programme.
2. The Colloquium Doctum certificate remains valid for two years (unweighted lottery). After this term, a candidate seeking admission to one of the Faculty's bachelor programmes via Colloquium Doctum has to take the entrance exam again.

Article 15 Effective date

These regulations shall take effect from 1 September 2014.

Adopted by the Maastricht University Law Colloquium Doctum Committee in its meeting on 2 October 2014 and adapted in the meeting of October 11, 2023.

Colloquium Doctum Faculty of Law

Bachelor European Law School Assessments academic year 2024-2025

1. The Colloquium Doctum for the bachelor European Law School comprises the following components:

Written component

- Giving written answers to questions in two foreign languages (Dutch, French, German) under supervision. This may involve answering (multiple choice) questions on and/or summarizing the content of one or multiple texts in the relevant languages;
- Writing a paper in English based on one or more articles from a periodical such as The Times, International Herald Tribune or any other appropriate daily or weekly publication, or explaining such article, to be decided by the Colloquium Doctum Committee.

Candidates should display the ability to understand and use the information present in the texts. The use of a dictionary is not permitted.

Oral component

- Giving oral answers in English to questions about the history of the European Union and general history that test analytical skills.

The oral component may be taken if the candidate has successfully completed the written components.

2. Assessment of separate components

The written components English together with the first and second foreign language and the oral exam 'history' shall be assessed separately.

The assessment for each component shall be expressed with the mark 'pass' or 'fail'.

Only those candidates who have received passing marks for all written components shall be allowed to take the history exam component. The history exam component shall be administered orally by at least two members of the Faculty of Law's academic staff. If the candidate does not pass, the Committee may allow him/her to resit one exam within one component.

In making its assessment, the Committee shall receive advice from the persons who drafted the questions or other experts.



3. Result

The Colloquium Doctum shall be considered to have been passed if all components have been marked as 'pass'. The result shall read 'eligible for admission' in that case. In all other cases, the result shall be 'non-eligible for admission'.

Within four weeks of taking the last part of the Colloquium Doctum, the candidate will be informed of the results achieved by the candidate.

The candidate may raise an objection within four weeks of receiving the e-mail message sent with confirmation of sending to:

Maastricht University
Student Service Centre
Complaints Service Point (CSP)
PO box 616
6200 MD MAASTRICHT

or via e-mail complaintsservice@maastrichtuniversity.nl (document has to be signed)

4. Resit

The Committee may decide that a candidate is eligible to resit one or more components of the Colloquium Doctum. The candidate may not resit more than one exam within one component. Thus, further participation in the Colloquium Doctum shall no longer be possible if the candidate failed more than one exam within one component. The resit shall take place within four weeks after the Colloquium Doctum was taken.

If the result is 'non-eligible for admission', the candidate shall no longer be eligible to resit the components assessed as 'fail'.

5. Exemption

An exemption granted for a component shall be deemed a 'pass'.

6. Examination dates

Written component	16 December 2024	10.30 – 17.00 hrs
Resit written component	18 December 2024	10.30 – 13.00 hrs
Oral component	18 December 2024	14.00 – 17.00 hrs
Resit oral component	8 January 2025	10.30 – 12.00 hrs

7. Effective date

These regulations shall take effect from 1 September 2014.

Adopted by the Maastricht University Law Colloquium Doctum Committee in its meeting on 2 October 2014 and changed in the meeting of October 30, 2024.