

34 OER Aeres Academic Exam regulations (Dronten/Almere); Study progress assessment of International programmes

This segment contains the rules and regulations regarding study progress assessment for the international programmes of Dronten and Almere.

Study guidance

Every student is assigned a mentor. Study guidance and guidance concerning competence development take place within the modules Personal Learning Phase (years 1 through 4). Reflection on the student's functioning and argumentation of choices made during the course are part of this study guidance. This is explained in detail in the explanatory notes within the LMS Canvas. Moreover, students can request study skills training sessions, which are taught by specially appointed persons.

Part A & B are applicable to 4-year international programme students.

Part A. Study progress assessment for curriculum year 1 (propaedeutic phase)

Article 1 General

1. Twice a year (after semester 1 and after semester 2) the study progress will be determined for each individual student by means of a progress meeting.
2. Semester 1 finishes in January/February and semester 2 in June/July. If by the end of the semester modules or module elements are still scheduled, the study progress assessment will only be based on the modules and module elements that have been assessed by the module team by the end of that semester.
3. The progress meeting (as advisory body to the exam committee):
 - a. concludes for each student which modules the student has passed
 - b. grants, if applicable, compensation credit points based on the extra-curricular activity regulations.
 - c. indicates for each student which expectations are regarding study perspectives.
4. At the end of the second semester the progress meeting will set out a personal advice for each student for the exam committee. There are various types of advice:
 - a. The student can continue to the next curriculum year (the exam committee can attach a condition to this advice)
 - b. The student receives a negative binding study advice
 - c. The student is eligible for an extra resit possibility.

Article 2 The binding study advice

- 2.0** The faculty board formally decides if a student is allowed to continue their studies based on the BSA and an advice from the exam committee. The study advice and its pertaining letters, warning system and communications are drawn up in English. The exam committee sends its decision to the students' university email account. No paper letters are sent. In the letter regarding the decision, the student is informed that he/she can appeal against the decision. In case the student appeals, he/she can be invited for an interview to further explain his/her appeal and provide solid proof.
- 2.1. The assessment after the first progress meeting of the first semester.**
The assessment after the first semester of the first curriculum year will be determined in January/ February. Each student who is enrolled for a four-year course programme will receive a first official warning by email if, after the first semester, it is concluded that there is any form of study delay.
The warning will also be sent to the student, on behalf of the exam committee, when the defined entrance courses or the English language course, haven't been sufficiently completed,

even when the student has complied with the other requirements. The exam committee can also issue an extra warning, if deemed necessary.

2.2 The assessment after the second progress meeting first curriculum year (August)

Article 1. Biding Study Advice requirements

BSA (Binding Study Advice) requirements: At the end of the first year, the student (fulltime, part-time or Ad) must meet the 86% norm. This means that according to the registration system up until that moment this student

- a. has obtained at least 52 credits (including exemptions) within his formal study load of the first year of registration for the propaedeutic phase.
- b. has obtained sufficient results on all the English language courses
- c. has completed the refresher courses.

Article 2. Binding Negative Study Advice

The assessment after the second semester of the first curriculum year will be determined in August and will be based on the first curriculum year (propaedeutic year).

The exam committee may give a binding negative study advice when:

- a) the student has received a warning
- b) and according to the registration system up until that moment this student did not obtain the minimum of 52 ECTS in total of the propaedeutic phase (first curriculum year) and/or
- c) the student has (an) insufficient result(s) for any of the English language courses and/or
- d) The student has not completed the refresher courses (PSVAi module) within the first curriculum year

Extra:

If the refresher course is not completed, this may be compensated as:

- 1) If 1 credit within the refresher module missing, i.e. is insufficient, then 53 credits must have been obtained.
- 2) If 2 credits are missed, 54 credits must be obtained.
- 3) If 3 credits are missed, 55 credits must be obtained.
- 4) If 4 credits are missed, 56 credits must have been obtained.

For the Ad courses that do not formally have a propaedeutic phase, the BSA norm will be applied to the first part of the course with a course load of 60 ECTS. (in accordance to the Higher Education Act art. 7.8b)

For individual study contracts, the above-mentioned requirements are applied to granted exemptions and the actual study load of the propaedeutic part of the course within the first year of registration.

Article 3. Extra requirements regarding study progress assessment

De faculty board of directors decides if a student is eligible to continue into the next phase of the study programme. Depending on the amount of missing credits, a student may be required to take resits for all, or a part of the remaining missing credits before being allowed to start with new modules of the next curriculum year. Students can appeal this decision.

Article 4. Propaedeutic certificate qualification

Sufficiently completing the propaedeutic phase, curriculum year 1, results in obtaining a propaedeutic certificate.

Students eligible for a 'cum laude' propaedeutic certificate will have fulfilled the following requirements:

- The weighted average of all final module grades, excluding the personal development module, has been completed with minimum of 8.0 or higher.
- The duration of the propaedeutic phase is no longer than 1 year.
- The exam committee submitted a request for the 'Cum Laude' award.

Part B Study progress assessment for curriculum year 2 and 3 (main phase).

Article 1. The assessment after the first progress meeting second curriculum year (January/February)

The progress of the students in year 2 is monitored and evaluated, special attention is paid to students who have obtained their propaedeutic certificate at this moment. They will be informed; no ceremony will be held.

Article 2. The study progress assessment after the second progress meeting second curriculum year (April)

If a student at the time of the meeting has not completed 36 credits out of the possible 48 credits at the end of the third lesson period, the exam committee will decide that the student is not allowed to continue to go abroad for a part of the study programme.

Article 3. Progress assessment at the end of the Main phase (June/August)

A student is allowed to start the graduation phase if the delay of the main phase is no more than 15 ECTS and the propaedeutic certificate is obtained.

Article 4. Main phase resits

- Main phase resits only apply to regular 3rd year students
- Main phase resits are given for written exams, digital exams and assignments of modules from the spring semester of the 3rd academic year, for which no resits have yet been offered.
- If resitting an assessment only consists of improving a report, this is also allowed. If a report concerns a group report, that figure applies to all group members who have also signed up for it.

Article 5.

Third-year students who are 15 credits behind or less may also participate in the (written) main phase resits in August.

Article 6.

Third-year students who (have to) make use of the main phase resits will be reassessed in August for admission to the Graduation Phase in accordance with the standards of article 3.

Part C. Assessment of the graduation phase, curriculum year 4.

For this part please read the following document: 32 OER Aeres Academic Exam Regulations (Dronten/Almere); Graduation for international programmes