

Teaching and Examination Regulations

Master programme in Information Sciences Faculty of Science

Academic year 2018-2019

- B1. programme specific section - general provisions
- B2. programme specific section – content of programme

Section B1: Programme specific – general provisions

6. General programme information and characteristics

Article 6.1 Study programme information

1. The programme Information Sciences CROHO number 60255 is offered on a full-time basis.	Advice OLC; approval FGV (7.13 i)
1d The language of instruction is English	Advice OLC; approval FGV (9.38 b)
2. A unit of study comprises 6 EC or a multiple thereof. The units listed below have a different size: N.A.	

Article 6.2 Teaching formats used and modes of assessment

1. The programme uses the teaching formats as specified in the Study Guide.	Advice OLC; approval FGV (7.13 x)
2. The modes of assessment used per educational component are specified in the Study Guide.	Advice OLC; approval FGV (7.13 l)

7. Further admission requirements

Article 7.1 Intake date(s)

1. The programme starts on September 1.	Advice OLC; approval FGV (9.38 b)
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Article 7.2 Admission requirements

<p>1. Applicants will be admitted to the degree programme if they hold a letter of acceptance, issued by or on behalf of the Faculty Board because they have demonstrated that they meet the knowledge, understanding and skills requirements of the final level of attainment in a university Bachelor's degree programme.</p> <p>2. The Examination Board will assess each individual application for admission with regard to the admission requirements. Prior education requirements:</p> <ul style="list-style-type: none"> • A Bachelor of Science degree in Information Sciences from an accredited Dutch university • A university Bachelor's degree in: Computer Science, Business Mathematics and Informatics where the selected subjects should include the following three components <ul style="list-style-type: none"> A. Information Sciences subjects B. Business Administration subjects C. Computer Science subjects • English language proficiency equivalent to final-examination university entry level (VWO level under the Dutch school system). • One of the following degrees from a university of applied sciences (HBO): 	Partly legal provision & ordinance CvB, see appendix 3. Admission requirements excepted from participation in WHW
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<ul style="list-style-type: none"> ○ Information Sciences ○ Business Informatics (HEAO-BI; Higher Education in Economics and Management - Business Informatics) ○ Computer Science (Higher Education in Computer Science or HIO) ○ Technical Computer Science (HTS-TC; Higher Technical Qualification Technical Computer Science) ○ Information Engineering (IE) ○ Information and Computer Science (I&I) ○ Interaction Design <ul style="list-style-type: none"> • Students coming from a university of applied sciences will take a one-year pre-Master's programme. The exact programme, which is dependent on the subjects passed during a student's prior education, will be set on a student-by-student basis. • Students with deficiencies in their background knowledge can only be admitted after successfully completing the catch-up courses (in fields a to c, as shown above) indicated by the study advisor. This is subject to the condition that the courses required to fill these gaps in a student's background knowledge do not exceed a total of 60 credits. <p>3. If the degree programme consists of distinct tracks or specializations, the Examination Board will assess whether the applicant has met the applicable admission requirements.</p> <p>4. Those not yet in possession of a Bachelor's degree, but who meet the admission requirements as regards the knowledge, insight and skills specified in paragraph 2, may on request be granted conditional admission to the associated Master's programme, insofar as failure to grant admission would result in undue unfairness.</p> <p>5. Applicants who have already successfully completed the pre-Master's programme designated for this Master's programme and have received a certificate of admission as proof thereof, may also be admitted.</p> <p>6. The letter of acceptance relates exclusively to the academic year following the academic year in which the application for the letter of acceptance was submitted, unless the Executive Board decides otherwise.</p>	
<p>7. The Admissions Board will investigate whether the applicant meets the admission requirements.</p>	Legal provision
<p>8. In addition to the requirements referred to in the first paragraph, the Admissions Board can also assess requests for admission in terms of (at least two of) the following criteria:</p> <ul style="list-style-type: none"> a. talent and motivation; b. level of relevant knowledge and understanding; c. proficiency in methods and techniques; d. academic attitude and critical thinking; e. proficiency in the language(s) of instruction 	Partly legal provision & ordinance CvB, see appendix 3. Admission requirements excepted from participation in WHW

Article 7.3 English language requirement for English-language Master's programmes

<p>1. The proficiency requirement in English as the language of instruction can be met if no longer than two years before the start of the programme, the applicant has successfully completed one of the following examinations with at least the scores indicated:</p> <ul style="list-style-type: none"> - IELTS: 6.5 - TOEFL paper based test: 580 - TOEFL internet based test: 92 - Cambridge Advanced English: A, B or C. 	Landelijke gedragscode Internationale studenten
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Article 7.4 Pre-Master's programme

<p>1. Students with a Bachelor's degree in a field that corresponds to a sufficient extent with the subject area covered by the Master's programme can request admission to the pre-Master's programme.</p>	advies OLC; instemming FGV (9.38 b)
<p>2. A successfully completed pre-Master's programme serves as proof of admission to the specified Master's programme in the subsequent academic year.</p>	advies OLC; instemming FGV (9.38 b)

8. Interim examinations and results

Article 8.1 Sequence of interim examinations

<p>1. Students may participate in interim examinations [or practical exercises] of the components below only if they have passed the interim examination or examinations for the components mentioned hereinafter:</p>	Advice OLC; approval FGV (7.13 h, s & t)
N.A.	

Article 8.2 Validity period for results

<p>1. The validity period of the interim examinations and exemptions from interim examinations below, is limited as follows:</p> <p>N.A.</p>	Advice OLC; approval FGV (7.13 k)
<p>2. A student may request the Examination Board to extend the validity of an exam. If the exam shows that a student's knowledge is insufficient or outdated, or if the student's skills and insights evaluated in the exam are demonstrably outdated, the Examination Board may impose a supplementary examination, impose a replacement examination or refuse to extend the period of validity.</p>	Legal provision
<p>3. In situations where a limited period of validity applies, the period of validity of examinations may be extended in the event of extenuating circumstances as stipulated in WHW Article 7.51, paragraph 2, with at least the period of allocated financial assistance specified in WHW Article 7.15, paragraph 1.</p>	Legal provision

Article 8.3. Degree

<p>Degree Students who have successfully completed their Master's final Examination are awarded a Master of Science degree. The degree awarded is stated on the diploma. If it is a joint degree, this will also be stated on the diploma.</p>	Legal provision
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Section B2: Programme specific – content of programme

9. Programme objectives, specializations and exit qualifications

Article 9.1 Workload

1. The programme has a workload of 60 EC.	Advice OLC; (7.13 a)
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Article 9.2 Specializations

The programme has the following specializations: N.A.	Advice OLC; (7.13 a)
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Article 9.3 Programme objective

The programme aims to acquire sufficient knowledge, skills and insight within the field of Information Sciences, and any related disciplines, to be able to operate as an independent professional at an academic level, and to be a suitable candidate for a subsequent course of study leading to a career in research or development. Another aim of the programme is to develop students' understanding of the interrelationships between disciplines, as well as their sense of social responsibility.	Advice OLC; (7.13 a)
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Article 9.4 Exit qualifications

<p>Information Sciences graduates are expected to have achieved the following at the end of the programme. Knowledge and understanding:</p> <ol style="list-style-type: none"> 1. sufficient knowledge and understanding of the latest developments and key themes in the field of Information Science and knowledge of research that is relevant to ongoing efforts to solve problems related to those themes, which include: (1) business process management, (2) the semantic web, (3) software services and architecture, and (4) user-centric data science. 2. Practical application of knowledge and understanding: the ability to use the acquired knowledge and understanding from the Bachelor's and Master's courses to define a problem and the objective of a research project, and to independently initiate and carry out an advanced research project. 3. Making judgements: the ability to give an informed opinion and adopt a critical scientific attitude. 4. Communication: the ability to report, both orally and in writing, on an advanced research project. 5. Learning skills: the ability to discover and use new information in the field of information science and related, relevant areas. <p>The programme emphasizes:</p> <ul style="list-style-type: none"> • the student's personal development, • promoting the student's sense of social responsibility; 	Approval OLC (7.13 c)
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10. Curriculum structure

Article 10.1 Composition of the programme

1. The programme comprises at least a package of compulsory components and an individual Master's thesis or academic internship.	Ordinance CvB, see appendix 3
2. Additionally the programme can offer: - Practical exercises - Electives	Advice OLC; (7.13 a)
3. Educational components are categorized as specialized (400), research oriented (500) and highly specialized (600) level.	Ordinance CvB, see appendix 3

Article 10.2 Compulsory educational components

A detailed description per educational component can be found in the Study Guide.

Educational component	course code	nr of EC	level	Advice OLC; (7.13 a)
Business Variant				
Service Oriented Design	X_405061	6	400	
Interdisciplinary Research Meth for IS	X_405085	6	500	
Thesis Design	X_405087	6	400	
Business Process Management	X_405115	6	400	
Master Project Information Sciences	XM_405083	18	400	
Web variant				
Knowledge and Media	X_405065	6	500	
Interdisciplinary Research Meth for IS	X_405085	6	500	
Thesis Design	X_405087	6	400	
Master Project Information Sciences	XM_405083	18	400	
Intelligent Interactive Systems	XMU_418023	6	400	

[Optional] Article 10.3 Elective educational components

1. The student can take one or more of the following electives without prior consent from the Examination Board:				Advice OLC; (7.13 a)
Name of educational component	course code	nr of EC	level	
Business Variant				
<i>Constrained choice period 2 (6 EC)</i>	<i>XM_IS_B4</i>			
Software Architecture	X_400170	6	400	
Digital Innovation: New Ways Org & Work	X_400653	6	400	
Watson Innovation	X_405129	6	400	
<i>Constrained choice period 4 (6 EC)</i>				
Business Process Analytics	X_400650	6	400	
The Social Web	X_405086	6	400	

Information Visualization	XMU_418143	6	0	
<i>Suggested elective courses</i>	<i>XM_IS_B7</i>			
E-Commerce Law	R_E.commerc	6	500	
ICT4D	X_405101	6	400	
Entrepreneurship for AI and CS	XM_0009	6	400	
Web variant				
<i>Constrained choice period 2 (6 EC)</i>	<i>XM_IS_B6</i>			
Applied Machine Learning	XMU_0008	6	400	
Software Architecture	X_400170	6	400	
Knowledge Engineering	X_405099	6	400	
Watson Innovation	X_405129	6	400	
<i>Constrained choice period 4 (6 EC)</i>	<i>XM_IS_B5</i>			
Search	XMU_418130	6	400	
The Social Web	X_405086	6	400	
Data, Sensors, and Complex Services	XMU_0010	6	400	
Information Visualization	XMU_418143	6	0	
<i>Suggested elective courses</i>	<i>XM_IS_B7</i>			
E-Commerce Law	R_E.commerc	6	500	
ICT4D	X_405101	6	400	
Entrepreneurship for AI and CS	XM_0009	6	400	
Entrepreneurship for AI and CS	XM_0009	6	400	
2. If the student wishes to take a different educational component than listed, advance permission must be obtained in writing from the				Advice OLC; (7.13 a)

Article 10.4 Participation in practical exercise

<ol style="list-style-type: none"> 1. Student are expected to participate actively in all degree components for which they are registered. 2. In addition to the general requirement regarding active participation, the study guide details additional requirements for each degree component, including attendance requirements. 3. At the start of each degree component, a specification will be made available which details: <ul style="list-style-type: none"> - The final attainment levels of the degree component; - The study guidelines for passing the degree component; - The way in which the final attainment levels are assessed; - The regulations for examinations and resits; - The guidance provided by lecturers during scheduled hours and otherwise; - Component attendance requirements; - -The provision of feedback to the student on assignments and reports submitted, and presentations given during the degree component. 4. If a student is prevented by force majeure from attending a required degree component, then the student must send written notification of his or her absence to the examiner and the study advisor as soon as possible. The examiner may, after consultation with the study advisor, give the student an alternative assignment. 5. Absence from degree components with required attendance is only allowed in the case of force majeure. 6. In the event of inadequate participation, either qualitative or quantitative, the examiner may exclude the student from further participation in the degree component or a part of the degree component. The details of the student's inadequate participation must be recorded in advance and approved by the Director of Studies. 	Approval OLC (7.13 d)
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11. Evaluation and transitional provisions

Article 11.1 Evaluation of the education

1. The education provided in this programme is evaluated in accordance with the (attached) evaluation plan. The faculty evaluation plan offers the framework.	Approval OLC (7.13 a1)
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Article 11.2 Transitional provisions

By way of departure from the Teaching and Examination Regulations currently in force, the following transitional provisions apply for students who started the programme under a previous set of Teaching and Examination Regulations: N.A.	Advice OLC (7.13 a)
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Advice and approval by the Programme Committee, on (date) February 1st 2018.

Approved by the Faculty Joint Assembly, on (date) June 26th 2018

Adopted by the board of the Faculty of Science on June 26th 2018.

Appendix I

Overview of articles that must be included in the OER

Based on Section 7.13, paragraph 2, of the WHW and other Sections of the Act.

Section A: Faculty section

2. Study programme structure	
Article 2.1 Structure of academic year and educational components	7.13 paragraph 2 sub e
3. Assessment and Examination	
Article 3.2 Type of examination	7.13 paragraph 2 sub h, l, j
Article 3.3 Oral interim examinations	7.13 paragraph 2 sub l, n
Article 3.4 Determining and announcing results	7.13 paragraph 2 sub o
Article 3.5 Examination opportunities	7.13 paragraph 2 sub h, j
Article 3.7 Exemption	7.13 paragraph 2 sub r
Article 3.8 Validity period for results	7.13 paragraph 2 sub k
Article 3.9 Right of inspection and post-examination discussion	7.13 paragraph 2 sub p, q
4. Academic student counselling and study progress	
Article 4.1 Administration of study progress and academic student counselling	7.13 paragraph 2 sub u
Article 4.2 Adaptations for students with a disability	7.13 paragraph 2 sub m

Section B1: Programme specific – general provisions

6. General programme information and characteristics	
Article 6.1 Study programme information	7.13 paragraph 2 sub i, r
Article 6.2 Teaching formats used and modes of assessment	7.13 paragraph 2 sub l, x
[option:] Article 6.3 Academic student counselling	7.13 paragraph 2 sub u
7. Further admission requirements	
Article 7.2 Admission requirements	7.30b paragraph 2
8. Interim examinations and results	
Article 8.1 Sequence of interim examinations	7.13 paragraph 2 sub h, s, t
[option 1:] Article 8.2 Validity period for results	7.13 paragraph 2 sub k
[option 2:] Article 8.2 Validity period for results	7.13 paragraph 2 sub k

Section B2: Programme specific – content of programme

9. Programme objectives, specializations and exit qualifications	
Article 9.1 Workload	7.13 paragraph 2 sub g
Article 9.2 Specializations	7.13 paragraph 2 sub a
Article 9.3 Programme objective	7.13 paragraph 2 sub a
Article 9.4 Exit qualifications	7.13 paragraph 2 sub b, c
10. Curriculum structure	
Article 10.1 Composition of the programme	7.13 paragraph 2 sub a
Article 10.2 Compulsory educational components	7.13 paragraph 2 sub a
[Optional] Article 10.3 Elective educational components	7.13 paragraph 2 sub a
[Optional] Article 10.4 Practical exercise	7.13 paragraph 2 sub d
Article 10.5 Participation in practical exercise	7.13 paragraph 2 sub d
11. Evaluation and transitional provisions	
Article 11.1 Evaluation of the education	7.13 paragraph 2 sub a1
Article 11.2 Transitional provisions	7.13 paragraph 2 sub a

Appendix II

Table of right of advice and right of approval by the OLC and FGV

(translation to English at a later stage)

Onderwerpen Onderwijs – en Examenregeling (OER) 7.13 paragraph 2 WHW	FGV		OpIC	
	I	A	I	A
a. de inhoud van de opleiding en van de daaraan verbonden examens				
a1. de wijze waarop het onderwijs in de desbetreffende opleiding wordt geëvalueerd				
b. de inhoud van de afstudeerrichtingen binnen een opleiding				
c. de kwaliteiten op het gebied van kennis, inzicht en vaardigheden die een student zich bij beëindiging van de opleiding moet hebben verworven				
d. waar nodig, de inrichting van praktische oefeningen				
e. de studielast van de opleiding en van elk van de daarvan deel uitmakende onderwijseenheden				
f. de nadere regels, bedoeld in de Articleen 7.8b, zesde paragraph, en 7.9, vijfde paragraph (BSA)				
g. ten aanzien van welke masteropleidingen toepassing is gegeven aan Article 7.4a, achtste paragraph (<i>verhoogde studielast</i>)				
h. het aantal en de volgtijdelijkheid van de tentamens alsmede de momenten waarop deze afgelegd kunnen worden				
i. de voltijdse, deeltijdse of duale inrichting van de opleiding				
j. waar nodig, de volgorde waarin, de tijdvakken waarbinnen en het aantal malen per studiejaar dat de gelegenheid wordt geboden tot het afleggen van de tentamens en examens				
k. waar nodig, de geldigheidsduur van met goed gevolg afgelegde tentamens, behoudens de bevoegdheid van de examencommissie die geldigheidsduur te verlengen				
l. of de tentamens mondeling, schriftelijk of op een andere wijze worden afgelegd, behoudens de bevoegdheid van de examencommissie in bijzondere gevallen anders te bepalen				
m. de wijze waarop studenten met een handicap of chronische ziekte redelijkerwijs in de gelegenheid worden gesteld de tentamens af te leggen				
n. de openbaarheid van mondeling af te nemen tentamens, behoudens de bevoegdheid van de examencommissie in bijzondere gevallen anders te bepalen				
o. de termijn waarbinnen de uitslag van een tentamen bekend wordt gemaakt alsmede of en op welke wijze van deze termijn kan worden afgeweken				
p. de wijze waarop en de termijn gedurende welke degene die een schriftelijk tentamen heeft afgelegd, inzage verkrijgt in zijn beoordeelde werk				
q. de wijze waarop en de termijn gedurende welke kennis genomen kan worden van vragen en opdrachten, gesteld of gegeven in het kader van een schriftelijk afgenomen tentamen en van de normen aan de hand waarvan de beoordeling heeft plaatsgevonden				
r. de gronden waarop de examencommissie voor eerder met goed gevolg afgelegde tentamens of examens in het hoger onderwijs, dan wel voor buiten het hoger onderwijs opgedane kennis of vaardigheden, vrijstelling kan verlenen van het afleggen van een of meer tentamens				
s. waar nodig, dat het met goed gevolg afgelegd hebben van tentamens voorwaarde is voor de toelating tot het afleggen van andere tentamens				
t. waar nodig, de verplichting tot het deelnemen aan praktische oefeningen met het oog op de toelating tot het afleggen van het desbetreffende tentamen, behoudens de bevoegdheid van de examencommissie vrijstelling van die verplichting te verlenen, al dan niet onder oplegging van vervangende eisen				
u. de bewaking van studievoortgang en de individuele studiebegeleiding				
v. indien van toepassing: de wijze waarop de selectie van studenten voor een speciaal traject binnen een opleiding, bedoeld in Article 7.9b, plaatsvindt (<i>excellentietraject binnen een opleiding</i>)				
x. de feitelijke vormgeving van het onderwijs				
<i>alle overige onderwerpen die in de OER zijn geregeld maar die niet als zodanig zijn genoemd in art. 7.13 WHW onder a t/m x.</i>				

De lettering komt overeen met de lettering van Article 7.13 paragraph 2 WHW

Appendix III

Ordinances VU CvB and Binding Guidelines (richtlijn)

Section A, article:	Concerns:	CvB ordinance / guideline
2.1.1, 2.1.2	Year planning two semesters 8-8-4 (uniforme jaarkalender VU-UvA)	29-9-2008 (period 2009-2015) 22-05-2014 (periode 2016-2025)
2.1.3, 2.1.4	Educational components	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
3.1	Compulsory signing up	CvB ordinance 30-09-2010, prior consent USR.
3.4.1	Determination and publication of the results (1) Grading deadline exams 10 workdays (2) Theses 20 workdays	(1) Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017 (2) Quality demand 11 from the VU assessment policy, CvB ordinance 15-05-2012
3.5.1	Two possibilities to take examinations per year	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
3.5.2	Retake: most recent grade is valid. A pass can be retaken	Taken from the UvA guidelines, as part of the harmonization, CvB ordinance 24-02-2014
3.5.4	Extra retake last year	Included in (prior) model OER 16-17 following a request from committee O&O and adopted by CvB op 27-10-2015
3.6	Grades	CvB ordinance 30-09-2010, with University council's consent. As a result of harmonization UvA, the guideline: 5.5 is a pass, has been added. CvB ordinance 24-02-2014.
Section B1, article:	Concerns:	CvB ordinance / guideline
7.2.1	Admission criteria; at least WO Bachelor's degree	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
7.2.3	Additional admission criteria; type of criteria	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
Section B1, article:	Concerns:	CvB ordinance / guideline
10.1	Composition programme	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017
10.2	Categorization of components	Richtlijn Bachelor en Masteronderwijs, revised on 6 June 2017