

# **Teaching and Examination Regulations**

## **Masterprogramme in International Crimes, Conflict and Criminology Faculty of Law**

**Academic year 2018-2019**

A. Faculty section

B1. Programme specific section - general provisions

B2. Programme specific section – content of programme

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## **Section A: Faculty section**

### **1. General provisions**

#### **Article 1.1 Applicability of the Regulations**

1. These Regulations apply to anyone enrolled for the programme, irrespective of the academic year in which the student was first enrolled for the programme.
2. These Regulations enter into force with effect from 1 September 2018.
3. An amendment to the Teaching and Examination Regulations is only permitted to concern an academic year already in progress if this does not demonstrably damage the interests of students.

#### **Article 1.2 Definitions**

The following definitions are used in these Regulations:

- |                           |                                                                                                                                                                                                                                                                                                               |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a. EC (European Credit)   | an EC credit with a workload of 28 hours of study;                                                                                                                                                                                                                                                            |
| b. examination:           | the final examination of the Master's programme;                                                                                                                                                                                                                                                              |
| c. semester:              | the first (September - January) or second half (February - August) of an academic year;                                                                                                                                                                                                                       |
| d. educational component: | a unit of study of the programme within the meaning of the WHW;                                                                                                                                                                                                                                               |
| e. period:                | a part of a semester;                                                                                                                                                                                                                                                                                         |
| f. programme:             | the totality and cohesion of the course components, teaching activities/methods, contact hours, testing and examination methods and recommended literature;                                                                                                                                                   |
| g. thesis:                | a component comprising research into the literature and/or contributing to scientific research, always resulting in a written report;                                                                                                                                                                         |
| h. SAP/SLcMVU:            | the Student Information System;                                                                                                                                                                                                                                                                               |
| i. study guide:           | the guide for the study programme that provides further details of the provisions and other information specific to that programme. The study guide (or course catalogue) is available electronically at: <a href="https://www.vu.nl/en/study-guide/">https://www.vu.nl/en/study-guide/</a> ;                 |
| j. workload:              | the workload of the unit of study to which an interim examination applies, expressed in terms of credits = EC credits (ECTS = European Credit and Transfer Accumulation System). The workload for 1 year (1,680 hours) is 60 EC credits;                                                                      |
| k. academic year:         | the period beginning on 1 September and ending on 31 August of the following calendar year;                                                                                                                                                                                                                   |
| l. interim examination:   | an assessment of the student's knowledge, understanding and skills relating to a course component. The assessment is expressed in terms of a final mark. An interim examination may consist of one or more partial examinations. A resit always covers the same material as the original interim examination; |
| m. University:            | Vrije Universiteit Amsterdam;                                                                                                                                                                                                                                                                                 |
| n. subject                | see educational component                                                                                                                                                                                                                                                                                     |

- o. WHW: the Dutch Higher Education and Research Act (*Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek*);
- p. OLC Programme committee;
- q. FGV Faculty joint assembly – assembly of the faculty student council and faculty staff council;
- r. CvB the Executive Board of Vrije Universiteit Amsterdam.
- s. examiner: lecturer authorized by the Examination Board to assess an examination, constituent examination or practical;
- t. working day: Monday to Friday, except for public holidays or days designated as holidays by Vrije Universiteit Amsterdam;
- u. Canvas electronic system intended for the sharing of educational information.

The other terms have the meanings ascribed to them by the WHW.

## 2. Study programme structure

### Article 2.1 Structure of academic year and educational components

1. The study programme will be offered in a year divided into two semesters.
2. Every semester consists of three consecutive periods of eight, eight and four weeks.
3. An educational component comprises 6 EC or a multiple thereof.
4. By way of exception to paragraph 3, Section B may stipulate that a unit of study comprises 3 EC or a multiple thereof. The Faculty Board requests permission from the Executive Board .

## 3. Assessment and Examination

### Article 3.1 Signing up for education and interim examinations

1. Every student must sign up to participate in the educational components of the programme, the examinations and resits. The procedure for signing up is described in an annex to the Student Charter.
2. Signing up may only take place in the designated periods.

### Article 3.2 Type of examination

1. At the student's request, the Examinations Board may permit a different form of interim examination than that stipulated in the course catalogue. If applicable, more detailed regulations on this are included in the Rules and Guidelines for the Examinations Board.
2. In an educational component is no longer offered in the academic year following its termination, at least one opportunity will be provided to sit the interim examination(s) or parts thereof and a transitional arrangement will be included in the programme-specific section for the subsequent period.

### Article 3.3 Oral interim examinations

An oral assessment is public unless the Examinations Board or examiner determines otherwise in an exceptional case.

### Article 3.4 Determining and announcing results

1. The examiner determines the result of a written interim examination as soon as possible, but at the latest within ten working days. By way of departure from that stipulated in the first sentence, the marking deadline for theses [and final assignments] is no longer than twenty working days. The examiner will then immediately ensure that the marks are registered and also ensures that the student is immediately notified of the mark, taking due account of the applicable confidentiality standards.
2. The examiner determines the result (i.e. mark) of an oral examination as soon as the examination has finished and informs the student accordingly. The third sentence of the first paragraph applies.
3. In the case of alternative forms of oral or written examinations, the Examinations Board determines in advance how and by what deadline the student will be informed of the results.

### Article 3.5 Examination opportunities

1. a. Per academic year, two opportunities to take examinations per educational component will be offered.  
b. The options for retaking practical components, work placements and theses are detailed in the relevant work placement manual, teaching regulations or graduation regulations.
2. The most recent mark will apply in the event of a resit. A retake is allowed for both passed and failed units of study.
3. The resit for a (partial) interim examination must not take place within ten working days of the announcement of the result of the (partial) examination being resat.
4. The Examination Board offers student on request an extra opportunity to take an examination outside the regular occasions or at an date. Herewith the following requirements will be attached :
  - a. The student passed all but one of the examinations necessary to meet the degree requirements and
  - b. The student did take part on the occasions in relating year of study and
  - c. Taking part on the next regular examination opportunity is leading to disproportionately study delay.

The extra opportunity can only be offered for educational components that are examined with a scheduled written exam, paper or take home examination. Educational components that are examined (partly) otherwise are not included. Due to the construction of these educational components it is not possible re-sit these examinations on an alternative date. Requests for an additional examination opportunity must be submitted to the Examination Board no later than 1 July.

### Article 3.6 Marks

1. Marks are given on a scale from 1 to 10 with no more than one decimal point.
2. The final marks are given in whole or half points.
3. Final marks between 5 and 6 will be rounded off to whole marks: between 0.1 - 0.4 rounded down; between 0.5 - 0.9 rounded up. To pass a course, a 6 or higher is required.
4. The Examination Board can allow to use symbols rather than numbers, for example; v(oldaan), g(oed), n(iet)v(ol)d(aan), etc.

### Article 3.7 Exemption

1. At the written request of the student, the Examination Board may exempt the student from taking one or more examination components, if the student:
  - a. has passed a course component of a university or higher professional education programme that is equivalent in terms of content and level;

- b. has demonstrated through his/her work and/or professional experience that he/she has sufficient knowledge and skills with regard to the relevant course component.
2. If a student wishes to meet the requirements of a specific examination by studying at a different faculty or university, prior approval from the Examinations Board is required.

#### Article 3.8 Validity period for results

1. The validity period of interim examinations passed and exemption from interim examinations is unlimited, unless otherwise specified in Section B.
2. The validity period of a partial examination is limited to the academic year in which it was sat or until the end of the unit of study concerned, as stipulated for the relevant unit of study in Section B.

#### Article 3.9 Right of inspection and post-examination discussion

1. For at least twenty working days after the announcement of the results of a written examination, the student can, on request, inspect his/her assessed work, the questions and assignments set, as well as the standards applied for marking.
2. Within twenty working days after the announcement of the results of a written examination there will be an post-examination discussion. Place, date and specified time will be announced at least 10 working days before the post-examination discussion.
3. The post-examination discussion is collective, unless otherwise decided by the examiner. The examiner can decide that the individual post-examination discussion will be done by email. If a student is unable to attend the collective discussion due to compelling personal circumstances, the examiner will allow an individual post-examination discussion on request.
4. The student can inspect his/her assessed work as well as the standards applied for marking, if available. On request the examiner will explain the marking.
5. The student can be issued with a copy of the marked work at his/her request after the post-examination discussion date, regardless whether the student was at the post examination discussion.
6. Regarding article 3.9 the examiner may add restrictions to the right of inspection. These restrictions have to be announced at least ten days before the post-examination discussion.

### 4. Academic student counselling and study progress

#### Article 4.1 Administration of study progress and academic student counselling

1. The faculty board is responsible for the correct registration of the students' study results. After the assessment of an educational component has been registered, every student has the right to inspect the result for that component and also has a list of the results achieved at his/her disposal in VUnet.
2. Enrolled students are eligible for academic student counselling. Academic student counselling is in any case provided by:
  - a. The Student General Counselling Service
  - b. Student psychologists
  - c. Faculty academic advisors

#### Article 4.2 Adaptations for students with a disability

1. A student with a disability can, at the moment of submission to VUnet, or at a later instance, submit a request to qualify for special adaptations with regard to teaching, practical training and interim examinations. These adaptations will accommodate the student's individual disability as

much as possible, but may not alter the quality or degree of difficulty of a unit of study or an examination. In all cases, the student must fulfil the exit qualifications for the study programme.

2. The request referred to in the first paragraph must be accompanied by a statement from a doctor or psychologist. If possible, an estimate should be given of the potential impact on the student's study progress. In case of a chronic disability a single (one time) request suffices.
3. Students who have been diagnosed with dyslexia must provide a statement from a BIG, NIP or NVO registered professional who is qualified to conduct psychological evaluation.
4. The faculty board, or the responsible person on behalf of the faculty board, decides on the adaptations concerning the teaching facilities and logistics. The Examinations Board will rule on requests for adaptations with regard to examinations.evaluation.
5. In the event of a positive decision in response to a request as referred to in paragraph 1, the student will make an appointment with the study adviser to discuss the details of the provisions.
6. A request for adaptations will be refused if it would place a disproportionate burden on the organization or the resources of the faculty or university were it upheld.
7. If the disability justifies an extension of the interim examination time, the Examinations Board will issue a statement testifying to this entitlement to an extension. If a disability justifies other measures to be taken, the academic adviser can take the necessary measures.
8. The decision as referred to in paragraph 5 may specify a limited validity of the special adaptations.

## 5. Hardship clause

### Article 5.1 Hardship clause

In instances not regulated by the Teaching and Examination Regulations or in the event of demonstrable extreme unreasonableness and unfairness, the faculty board responsible for the study programme will decide, unless the matter concerned is the responsibility of the Examinations Board.

## Section B1: Programme specific – general provisions

### 6. General programme information and characteristics

#### Article 6.1 Study programme information

1. The programme International Crimes, Conflict and Criminology CROHO number 66724 is offered on a full-time basis.
2. The language of instruction is English.

#### Article 6.2 Teaching formats used and modes of assessment

1. The programme uses the teaching formats as specified in the Study Guide
2. The modes of assessment used per educational component are specified in the Study Guide.

### 7. Further admission requirements

#### Article 7.1 Intake date(s)

The programme starts on September 1.



### Article 7.2 Admission requirements

1. Admission to the Master's programme is possible for an individual who can demonstrate that he/she has a relevant academic Bachelor's programme, for instance:
  - a. Criminology
  - b. Law
  - c. Social Sciences
  - d. Political Sciences
  - e. Psychology
  - f. or any related subject
2. Holders of an academic Bachelor's degree as stipulated in article 3.1 paragraph 1. have to show a special interest in conflict related crimes, political violence, international crimes and/or international criminal justice.
3. The Admissions Board will investigate whether the applicant meets the admission requirements.
4. The ICC Admission Board will take the following additional selection criteria into account:
  - a. The student's past grades; ideally students should have a B or 7.3 as an overall average or a GPA of at least 3.0;
  - b. The student's level of interdisciplinarity;
  - c. The student's level of English language;
  - d. Relevant experience (internship and (volunteer) work).
 General impression of the candidate such as demonstrated interest in international crimes, letter of motivation, letter of recommendation.
5. In addition to the requirements referred to in the first and fourth paragraph, the Board will also assess requests for admission in terms of the following criteria:
  - a. talent and motivation;
  - b. proficiency in research methods and techniques.
6. When the programme commences, the candidate must have fully completed a Bachelor's programme allowing admission to this Master's programme.
7. The certificate of admission relates exclusively to the academic year following the academic year in which the application for the certificate was submitted, unless the Admissions Board decides otherwise.

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

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:
  - a. IELTS: 6.5
  - b. TOEFL paper based test: 580
  - c. TOEFL internet based test: 92
  - d. Cambridge Advanced English: A, B or C
2. Exemption is granted from the examination in English referred to in the first paragraph to students who, within two years before the start of the programme:
  - a. met the requirements of the VU test in English language proficiency TOEFL ITP, with at least the scores specified in paragraph 1, or
  - b. had previous education in secondary or tertiary education in an English-speaking country as listed on the VU website, or
  - c. have an English-language 'international baccalaureate' diploma or
  - d. have an English-language diploma of a Bachelor or Master degree programme which has been accredited by the NVAO in the Netherlands.

## 8. Examinations and results

### Article 8.1 Validity period for results

If the exam shows that a student's knowledge is insufficient or outdated, or if the student's skills evaluated in the exam are demonstrably outdated, the Examination Board may impose a supplementary or replacement examination for a course for which an examination was passed more than 4 years ago.

## Section B2: Programme specific – content of programme

## 9. Programme objectives, specializations and exit qualifications

### Article 9.1 Workload

The programme has a workload of 60 EC

### Article 9.2 Specializations

The programme has no specializations

### Article 9.3 Programme objective

The programme's objectives are as follows:

1. to prepare the student to practice professionally as, inter alia, analyst, policy maker, researcher or expert in the field of international crimes, other conflict related crimes and international criminal justice;
2. to teach the student specialized knowledge, skills and understanding in the field of international crimes, other conflict related crimes and international criminal justice;
3. to prepare the student for academic work in the field of international crimes, other conflict related crimes and international criminal justice.

### Article 9.4 Exit qualifications

After finishing the Master the graduate:

Has knowledge of and insight into:

1. Recent approaches, theories, and (research) findings from various disciplines in relation to international crimes, other conflict related crimes and international criminal justice;
2. Quantitative and qualitative research methodology in relation to international crimes, other conflict related crimes and international criminal justice;
3. Legal issues concerning international crimes and other conflict related crimes.

Is capable of:

4. Identifying and applying theoretical approaches from various disciplines;
5. Applying research methods and interpreting results;
6. Independently setting up, carrying out and reporting the results of an interdisciplinary research project;
7. Critical reflection on research results and reflection on the theoretical debates within the selected domain.

Shows evidence of:

8. An independent, critical attitude with regard to existing theories and knowledge;

9. An investigative, original and creative attitude with regard to existing issues and solutions in relation to international criminal justice and transitional justice;
10. Critical, analytical and normative reflection on academic research and on research results.

## 10. Curriculum structure

### Article 10.1 Composition of the programme

1. The programme comprises of a package of compulsory components and an individual Master's thesis.
2. Additionally the programme can offer:
  - a. Electives
  - b. Extra-curricular components
3. Educational components are categorized as specialized (400), research oriented (500) and highly specialized (600) level.

### Article 10.2 Compulsory educational components

Educational component	Course code	EC	Level
Conflict and Crimes		12	400
International Criminal Courts and Tribunals	R_Int.cr.c.t	6	500
Research Methodology on Conflict and International Crimes	R_Res.meth.c	6	600
Master Thesis	R_MthICC	18	600
<b>Restricted elective educational components (18 EC), see article 10.3</b>			

### Article 10.3 Restricted elective educational components

- 1a. The student needs to take at least 12 ec of the following electives:

Educational component	Course code	EC	Level
Atrocity Actors; Perpetrators, Bystanders and Victims	R_Perp.bysta	6	500
Corporations, Conflict and International Crimes	R_CorIC	6	500
International Law Clinic	R_IntLCLin	12	600
Terrorism & Security	R_TerrSec	6	500
Transnational Crimes and Conflict	R_TCC	6	500

- 1b. The student needs to take at least 6 ec of the following electives:

Educational component	Course code	EC	Level
Expert Seminars (1)	R_ExpS1	3	500
Expert Seminars (2)	R_ExpS2	3	500
Expert Seminars (3)	R_ExpS3	3	500
Expert Seminars (4)	R_ExpS4	3	500

1. Only in exceptional cases a student can meet the requirements of passing the optional components by taking (an) other elective component(s) relevant to the overall degree

programme at the Faculty of Law or a different faculty or university (Dutch or foreign). Prior approval is required from the Programme Board and Examinations Board.

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

#### Article 10.4 Extra-curricular components

Educational component	Course code	EC	Level
Transitional Justice in Reality; Fieldtrip		3	500
Center for International Criminal Justice Research Lab	R_CICJ	6	600
Amsterdam Law Forum	R_ALF	6	600

## 11. Evaluation and transitional provisions

### Article 11.1 Evaluation of the education

The education provided in this programme is evaluated in accordance with the faculty evaluation plan in particular article 5.2.

### 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:

Courses that are cancelled or that get a different function in the curriculum can still be included for one academic year according to their specifications as stated in the Teaching and Examination Regulations of the previous academic year.

#### Transitional provisions with regard to Expert Course and International Crimes

Expert Course completed?	International Crimes completed?	Transitional provisions
Yes	Yes	Student can add these courses as compulsory courses until 31 August 2019. After this date student can only add these as extra-curricular courses.
No	No	Student will take the new compulsory course <b>Conflict and Crimes</b> in the academic year 2018-2019.
Yes	No	These students will be offered an alternative track of the new compulsory course <b>Conflict and Crimes</b> in the academic year 2018-2019. For more information please contact the course coordinator Joris van Wijk
No	Yes	Students will be offered an extra opportunity to pass the Expert course in the academic year 2018-2019. For more information please contact the course coordinator Joris van Wijk.  In case the student completes the course, (s)he can add both courses as compulsory courses until 31 August 2019. After this date student can only add these as extra-curricular courses.

		In case the student fails, (s)he will have to take the new compulsory course Conflict and Crimes in the academic year 2019-2020.
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**Transitional provisions with regard to Atrocity Actors; Perpetrators, Bystanders and Victims (before named: Perpetrators and Bystanders)**

Perpetrators and Bystanders completed?	Transitional provisions
Yes	Student can add this course as a compulsory course until 31 August 2019. After this date, it is only possible to add this course as an optional course.
No	Students who took the course in 2017-2018, but did not pass, can take the course Atrocity Actors; Perpetrators, Bystanders and Victims as an optional course in the academic year 2018-2019 (or any other optional course).

**Transitional provisions with regard to Research Seminar International Crimes**

Research seminar International Crimes completed?	Transitional provisions
Yes	Student can add this course as an optional course until 31 August 2019. After this date student can only add this course as an extra-curricular course.
No	Student can take one of the four new Expert Seminars in the academic year 2018-2019.

Advice and approval by the Programme Committee, on 6 March 2018

Approved by the Faculty Joint Assembly, on 14 June 2018.

Adopted by the board of the Faculty of Law on 14 June 2018.

**Appendix I Name changes**

<b>New curriculum (2018-2019)</b>	<b>Old curriculum (2017-2018)</b>
Research Methodology on Conflict and International Crimes	Research Methodology for International Crimes
Corporations, Conflict and International Crimes	Corporations and International Crimes
Atrocity Actors; Perpetrators, Bystanders and Victims	Perpetrators and Bystanders