

# **Academic and Examination Regulations (OER)**

## **Master's Programme International Business Law**

A. Faculty section

B. Programme-specific section

Academic year 2013-2014

VU University Amsterdam

# A. FACULTY SECTION

## **1. General provisions**

Article 1.1 Scope of application

Article 1.2 Definition of terms

Article 1.3 General aims of the degree programme

Article 1.4 Structure of the academic year

Article 1.5 Language

## **2. Educational requirements and admission requirements**

Article 2.1 Faculty Admissions Board

Article 2.2 Educational background

Article 2.3 Additional admission requirements for Master's programmes with specific selection criteria

Article 2.4 Admission requirements for English language skills

Article 2.5 Application

Article 2.6 Refusal or termination of registration

## **3. Structure of the programme**

Article 3.1 Structure of the programme

Article 3.2 Description of educational unit in Master's programme

Article 3.3 Free programme

## **4. Exemptions, assessment, examinations and final degree assessment**

Article 4.1 Exemptions

Article 4.2 Examination procedures

Article 4.3 Examinations and resits

Article 4.4 Oral examinations

Article 4.5 Assessment

Article 4.6 Determining and publishing study results

Article 4.7 Period of validity for results

Article 4.8 Right to inspection

Article 4.9 Reflective discussion

Article 4.10 Resits

Article 4.11 Final Master's degree assessment and declaration

## **5. Study guidance**

Article 5.1 Records of study progress

Article 5.2 Study guidance

Article 5.3 Adaptations for students with disabilities

## 1. General provisions

### Article 1.1 Scope of application

1. These regulations apply to the educational activities and examinations of the Master's degree programme in International Business Law, (hereinafter referred to on occasion as 'the degree programme') provided by the Faculty of Law (hereinafter referred to on occasion as 'the faculty') of VU University Amsterdam.
2. These regulations consist of a faculty section (A) and a programme-specific section (B). Section A contains general provisions and applies to the educational activities and examinations of the Master's programmes International Business Law of the Faculty of Law. Section B contains programme-specific provisions. Together, Section A and Section B constitute the Academic and Examination Regulations of the programme, as referred to in Section B.
3. These regulations may be regarded as applying mutatis mutandis to the joint programmes and educational units, as referred to in Article 7.3c of the Netherlands' Higher Education and Research Act (WHW), which are provided by the faculty in collaboration with others.
4. These regulations apply to anyone who has registered for the degree programme, or who is involved in the running of the programme.
5. The programme-specific section of the Academic and Examination Regulations may contain additional general provisions that relate to the programme in question.
6. Any provision in the programme-specific section of the Academic and Examination Regulations, or any regulation or any decision by the Examination Board, an examiner or the Admissions Board which is in conflict with the law or with this faculty section of the OER shall be invalid.

### Article 1.2 Definition of terms

These regulations use the following definitions:

- a. specialization: a coherent section of a programme that has its own clearly defined final qualifications
- b. credit: a credit within the European Credit Transfer System (ECTS), as stated in Article 7.4, paragraph 1 of the Netherlands' Higher Education and Research Act (WHW); one credit equals 28 hours of study for an average student.
- c. disability: a temporary or permanent condition which affects the student's ability to take a degree programme, to sit examinations or to complete practicals.
- d. language of instruction: the language of tuition in the degree programme
- e. programme-specific section: the part of the Academic and Examination Regulations relating only to the relevant programme
- f. practical: a practical educational exercise as defined in Article 7.13, paragraph 2d of the Act, for example in one of the following forms: student placement, fieldwork, excursion, test, experiment or participation in other educational activities with the aim of developing specific skills
- g. examination: an investigation into the knowledge, insight and/or skills of the student relating to a particular part of the degree programme
- h. constituent examination: see definition of 'examination', only applied to a separate part of the educational unit

- i. Admissions Board: body that acts on behalf of the Executive Board or Faculty Board to assess whether an applicant may be admitted to the programme
- j. examiner: lecturer authorized by the Examination Board to assess an examination, constituent examination or practical
- k. working day: Monday to Friday, except for public holidays or days designated as holidays by VU University Amsterdam
- l. the Act: the Netherlands' Higher Education and Research Act (WHW)
- m. regular Master's programme: Master's programme which does not apply its own selection procedure, in particular the follow-up Master's referred to in Article 7.30a of the Act
- n. selective Master's programme: a Master's programme which, in the programme-specific section of the OER, stipulates specific admission requirements regarding the nature and the level of the requisite knowledge, understanding and skills, and determines selection procedures, methods and criteria to this end (also stated in the OER).
- o. Study guide: The guide for the degree programme containing specific information relating to it.
- p. Blackboard: electronic system intended for the sharing of educational information.

The definition of all other terms used is in accordance with the definition used in the Act.

#### Article 1.3 General aims of the degree programme

1. The Master's has a final attainment level corresponding to the Dublin Descriptors (the Framework of Qualifications for the European Higher Education Area) and the Higher Education Qualifications Framework in the Netherlands. In the programme-specific section, this is expressed in final attainment objectives.
2. The degree programme aims to:
  - a. educate students by giving them the knowledge, understanding and skills described each in the programme-specific section;
  - b. guide students in scientific practice;
  - c. prepare students for professional practice in the relevant field;
  - d. foster independent, academic thinking and practice as well as communication at an academic level in the language or languages of instruction;
  - e. foster the independent application of specialist academic knowledge in a wider philosophical and social context.
3. The degree programme focuses on the student's personal development and promotes his or her awareness of social responsibility and develops the students' language skills in the language or languages of instruction.

#### Article 1.4 Structure of the academic year

1. In each degree programme, the academic year is divided into two semesters.
2. Each semester comprises three periods of eight, eight and four weeks respectively.

#### Article 1.5 Language

1. The degree programme will be taught in the English language and examinations will be taken in English.

## **2. Educational requirements and admission requirements**

### **Article 2.1 Faculty Admissions Board**

The Faculty Board, acting on behalf of the Executive Board, will establish an Admissions Board for Master's programmes and will appoint members to this board after consultation with the Board of Studies and the Examination Board of the relevant programmes. This Admissions Board will consist of five members at most.

### **Article 2.2 Educational background**

1. Anyone who wishes to register for a Master's programme must hold a degree as referred to in the programme-specific section.
2. The equivalence of a qualification other than that defined in paragraph 1 will be assessed by the programme's Admissions Board.
3. The programme-specific section determines whether the Master's programme is a follow-up programme as referred to in Article 7.30a of the Act, and if so, with regard to which Bachelor's programme or Bachelor's specialization at VU University Amsterdam.

### **Article 2.3 Additional admission requirements for Master's programmes with specific selection criteria**

1. Notwithstanding the provisions of Article 2.2, admission to a Master's programme with specific selection criteria can only take place after selection by the Admissions Board as referred to in Article 2.1.
2. The Board referred to in paragraph 1 will in all cases base its judgement on the following:
  - a. talent and motivation;
  - b. the ability to work and think at an academic level;
  - c. level of knowledge;
  - d. command of the language of instruction.
3. The programme-specific section contains additional specific admission and selection requirements.

### **Article 2.4 Admission requirements for English language skills**

1. The student seeking admission to a Master's programme in which English is the language of instruction or one of the languages of instruction must prove that he or she is sufficiently proficient in English as referred to in paragraph 2d of Article 2.3, meeting or surpassing the score threshold in the relevant tests:
  - Academic IELTS test: 6.5
  - TOEFL paper-based test: 580
  - TOEFL computer-based test: 237
  - TOEFL internet-based test: 92-93
  - Cambridge Certificate in Advanced English (CAE): A, B&C
  - Cambridge Certificate of Proficiency in English (CPE): A&B
2. The following will be deemed to have met the language requirement stated in paragraph 1:
  - anyone who has passed all the distinct components of a test referred to in paragraph 1 no longer than two years before commencement of the programme;
  - anyone who has met the requirements of the VU University Amsterdam English-language

proficiency test, TOEFL ITP, meeting or surpassing the score threshold as stated in paragraph 1;

- anyone who has obtained a Bachelor's degree in an English-speaking country as specified on the relevant pages of VU University Amsterdam's website

3. If necessary for successful completion of the programme, the programme-specific section may specify a higher standard for admission to the programme or for participation in a particular educational unit than that specified in paragraph 1. This standard will be determined by the Faculty Board.
4. Candidates for whom the programme is a follow-up Master's as referred to in Article 7.30a of the Act, are exempt from the requirements of this article.

#### [Article 2.5 Application](#)

1. The application deadline for registration is stated in the Application and Registration Regulations.

#### [Article 2.6 Refusal or termination of registration](#)

1. In certain cases, the Executive Board may refuse admission to the programme or terminate the student's registration on the recommendation of the Examination Board and the Faculty Board responsible for the programme in question and after careful consideration of the interests involved. These measures will be taken if the student's conduct or statements demonstrate his/her unsuitability to work in the relevant field or discipline, or to take part in the practical training component of this programme. This concerns conduct or statements that may be construed as a threat to others. In such a case, the Executive Board will issue a written decision and state the grounds for its decision. Registration or re-registration for the same programme or a related programme may also be denied on the same grounds.
2. If the board of another institution of higher education decides to refuse or to terminate an individual's registration on the grounds stated in paragraph 1, the Executive Board may decide to adopt that decision. Paragraphs 3 and 4 will apply mutatis mutandis.
3. Before the Executive Board takes a decision as referred to in paragraph 1, it will give the individual concerned the opportunity to be heard. At this hearing, the individual concerned has the right to be accompanied by counsel.
4. The individual will be informed immediately of the termination or refusal of registration.

### **3. Structure of the programme**

#### [Article 3.1 Structure of the programme](#)

1. The programme contains the educational units included in the programme-specific section of the Academic and Examination Regulations.
2. The size of the programme, expressed in credits, is defined in the programme-specific section.
3. An educational unit comprises 6 credits or a multiple thereof, except as otherwise provided in the programme-specific section. In the programme-specific section each educational unit is given a number to indicate its level: specialized (400), scientifically oriented (500) and highly specialized (600).
4. The programme consists of a compulsory section and an individual Master's thesis or an academic student placement and, if applicable, an optional subject-specific section, as specified in the programme-specific section.

5. Prior permission from the Examination Board is required if the student opts for an educational unit other than the those listed in the programme-specific section as his or her optional component.
6. If registration is required to obtain a place on a unit, it may only take place in the designated periods.

#### [Article 3.2 Description of educational unit in Master's programme](#)

Each educational unit is described in the study guide.

#### [Article 3.3 Free programme](#)

Instead of taking the standard programme, a student may ask the relevant Examination Board for permission to take a programme which he or she has composed from educational units taught at VU University Amsterdam or at another institution of higher education. This programme 'without notation' must satisfy the requirements of a Master's degree programme and lead to a final degree assessment. This programme must equal or surpass the scope, range and depth of a standard Master's programme and it requires prior permission from the Examination Board. A free programme does not give the student the legal status required by the legal profession or judiciary.

### **4. Exemption, examinations and final degree assessment**

#### [Article 4.1 Exemptions](#)

1. After consulting the examiner of the relevant educational unit, the Examination Board may grant an exemption from an examination or practical based on the following:
  - a. a successfully completed examination or practical in higher education in the Netherlands or elsewhere, which in terms of content, level and study load is at least equivalent to the requirements of the component from which exemption is sought, or
  - b. knowledge, understanding and skills acquired outside of higher education, which in terms of content, level and study load are at least equivalent to the requirements of the component from which exemption is sought.
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 Examination Board is required.
3. No exemptions can be granted for a thesis or final assignment.
4. Further requirements for obtaining an exemption are defined in the programme-specific part of the Academic and Examination regulations.

#### [Article 4.2 Examination procedures](#)

1. The Examination Board appoints the examiners.
2. The manner and form in which an educational unit is brought to a close are defined in the study guide.
3. On the basis of a well-argued request by the student or the examiner, the Examination Board may decide that it is permissible to deviate from the manner and form referred to in paragraph 2.

#### [Article 4.3 Examinations and resits](#)

1. An educational unit may consist of a number of components. Each component is completed with a constituent examination. The final grade for the educational unit is determined on

the basis of the predetermined weight of the constituent examinations.

2. Prior to the start of the academic year, a timetable is issued detailing when written examinations and constituent examinations may be taken. This timetable covers all educational units taught in that academic year and is published no later than the beginning of the academic year.
3. In case of a last-minute change in the examination schedule, students will be notified no later than 4 weeks before the examination. After 4 weeks, a change can be made only with explicit reasons and using the hardship with the consent of the Examination Board and Faculty Board.
4. If an educational unit is no longer taught, then there will be at least one opportunity to sit the examination in the academic year following the end of that unit, and in the subsequent period transitional arrangements will be incorporated into the programme-specific section.
5. The programme-specific section may stipulate that students are not permitted to the education or sit an (constituent) examination until they have passed another examination.
6. The Examination Board may decide, on the basis of special circumstances of the organization referred to in paragraph 5 to deviate.
7. In exceptional circumstances, the Examination Board may decide to deviate from the sequence referred to in paragraph 5.

#### Article 4.4 Oral examinations

1. Oral examinations will involve no more than one candidate at a time, unless the programme-specific section for the relevant educational unit states otherwise.
2. Oral examinations will not be public unless decided otherwise by the examiner in exceptional cases. Students may submit a corroborated objection against the examination being held in public to the Examination Board. The Examination Board will weigh the student's interest against the interests of holding a public examination.
3. Unless otherwise specified by the Examination Board, a second examiner will be present during an oral examination.
4. A request for the presence of an auditor may be submitted to the Examination Board by the student or the assigned examiner until 5 days before the examination, unless this opposes the granting period for the oral examination.
5. Before the commencement of an oral examination, the examiner will ask the student for valid proof of registration.

#### Article 4.5 Assessment

1. Examinations are assessed on the basis of written assessment criteria that are published in advance. Subject to the approval of the Examination Board, the examiners may revise the assessment standards applied based on the work submitted.
2. Students are deemed to have passed the examination if they meet the prescribed standards as determined by the examiner.
3. An examination is assessed as a pass or a fail (expressed as a grade): 6 or higher (pass) and 5 or lower (fail).
4. Assessment will take place in such a way that the students can see how their examination results were established.
5. If an examination consists of several constituent examinations, the final grade is determined after all constituent exams have been taken.
6. The assessment of a student placement or an external research assignment will be issued by the examiners after consultation with the relevant supervisor at the company or research



institute where the student has completed the placement or assignment. When assessing a student placement, the opinion of the organization where the placement took place serves as a recommendation to the examiner.

#### Article 4.6 Determining and publishing study results

1. The examiner will determine the results of a written examination as soon as possible, but at the latest within ten working days of the date of the examination. Notwithstanding the provisions of the first sentence, the assessment period for theses and final assignments is determined after consultation between the assessors and the student, but may not exceed twenty working days. The examiner provides the Student Service Desk of the programme with the necessary information and the Student Service Desk then registers the assessment immediately. The Student Service Desk also ensures that the student is promptly notified of the assessment, taking into account the applicable standards of confidentiality.
2. If, as a result of exceptional circumstances, the examiner is likely to exceed the deadline stated in paragraph 1, he or she must inform the Examination Board, stating reasons. The Examination Board will then take action and make any measures known to the students who have taken the examination.
3. The examiner will determine the result of an oral examination immediately after the examination in question and will give the student a written explanation of this decision. The third sentence of paragraph 1 applies.
4. With regard to examinations that are neither written nor oral, also applies to the period referred to in paragraph 1.
5. When notified of the result for an examination, the student will also be informed of the right of inspection and reflective discussion as referred to in Articles 4.8 and 4.9, as well as the option of appealing to the Examination Appeals Board.

#### Article 4.7 Period of validity for results

1. A successful result for the completion of an examination component is valid for a period of two years.
2. If it has been over two years since the student successfully completed the interim examination in a given component, the Examination Board may decide that he or she is required to sit an additional or replacement interim examination in that component before being permitted to sit the final examination.
3. Unless the Study Guide or transitional arrangements states otherwise, the constituent examination is valid until the resit of the course in the same academic year the constituent examination is taken.

#### Article 4.8 Right to inspection

1. For a period of at least twenty working days following publication of the results of a written examination, the student will be given the opportunity to inspect his or her assessed work on request, including the questions and assignments set, the model answers and the standards used for assessment.
2. The examiner may decide that the inspection referred to in paragraph 1 will take place at a particular place and at a particular time. The locations and times indicated in the paragraph 3 will be announced well in advance and at least one week before the specified time.
3. If the student can demonstrate that he or she was unable to attend at the place and time referred to in paragraph 2, he or she will be granted another opportunity to do so.
4. If a student intends to appeal against the way in which his or her work has been assessed,

he or she may be issued with a copy of the assessed work.

#### Article 4.9 Reflective discussion

1. As soon as possible after the results of an examination have been announced, a reflective discussion will be held between the examiner and the student at the request of the student or on the initiative of the examiner. In this discussion, the examiner will provide a justification for the assessment given.
2. For a period of twenty days after the publication of the results of a written examination, the student may request a reflective discussion with the relevant examiner. The reflective discussion will take place within a reasonable period at a time and location determined by the examiner.
3. If a reflective discussion is organized collectively (i.e. with a group of students), an individual discussion will take place only if the student was present at the collective discussion and the request is motivated or if the student was unable to attend the collective discussion through no fault of his or her own.
4. The Examination Board may decide to permit exceptions to the provisions in paragraphs 2 and 3.

#### Article 4.10 Resits

1. There are two opportunities to take examinations in the degree programme in each academic year:
  - a. the first time immediately following the teaching period in which the educational unit is offered
  - b. the second time during the resit period.The Examination Board may depart from this provision for the benefit of students who have submitted a request to this effect, stating reasons.
2. Paragraph 1 does not apply to a second opportunity if a student has received an unsatisfactory grade for a student placement or a thesis. The opportunities for resits are stated in the relevant student placement guidelines or graduation regulations.
3. If the student has achieved a overall pass, then a resit is not possible unless the programme-specific section for the relevant educational unit states otherwise.

Voor maximaal één onderwijseenheid per opleiding waarvoor een voldoende eindresultaat is behaald, mag worden herkanst na een verzoek hiertoe aan de examencommissie.

Herewith the following requirements will be attached :
  - The re-sit must take place during the regular examinations, an extra examination (referred to in article 4.10 paragraph 4) is not possible.
  - The highest result achieved.
4. The student who has passed all but one of the examinations necessary to meet the degree requirements may submit a reasoned request to the Examination Board asking for the opportunity to take this examination at an earlier date and, if necessary, by alternate means.

Herewith the following requirements will be attached :

- the relevant education unit to achieve the last part of the master's degree and
- the next regular examination opportunity is disproportionately long for the student to wait for or, the student must re- register to be able to make the regular examination and
- the student must have taken part on at least one occasions in the regular examination relating to year of study.

This scheme does not include the skills components (incl. thesis) and the written assignment parts, these are education units without a scheduled final test. Due to the construction of these units of study it is not possible re-sit these examinations on an alternative date.

#### [Article 4.11 Final Master's degree assessment and declaration](#)

1. If the examinations for the educational units relating to the degree programme have been completed successfully, taking exemptions into account, then the requirements of the degree programme have been met, unless the programme-specific section determines otherwise.
2. The thesis/the graduation project can only lead to a completed examination in the current academic year, if it is a first and complete version, which complies with the guidelines as described in the manual, before 1 July of the current academic year is successfully submitted to the promoter.
3. As proof that the student has met all of the degree requirements, the Examination Board awards a degree certificate in accordance with the procedure prescribed by law. The model for the degree certificate is determined by the Executive Board. The Examination Board will append a diploma supplement to the degree certificate outlining the nature and content of the degree programme. The diploma supplement is drawn up in Dutch or in English and meets the requirements of the European format.
4. Those who have passed more than one examination but who are not entitled to a certificate as referred to in paragraph 2 may, on request, receive a statement issued by the relevant Examination Board which at the very least states the examinations passed, and is accompanied by a specification as to which educational units are concerned, the number of credits thus obtained and when the examination results were achieved.
5. On the certificate, the classification 'cum laude' can be mentioned. In the Examination Regulations, the Examination Board sets rules concerning the requirements that must be met to obtain the classification 'cum laude'.

## **5. Study guidance**

#### [Article 5.1 Records of study progress](#)

The Faculty Board is responsible for the proper registration of students' degree programme results in VUnet. Once an examination that counts towards the final degree has been assessed, the student may inspect the results of that examination on VUnet, where the student will also find a summary of the results achieved.

#### [Article 5.2 Study guidance](#)

1. The Faculty Board is responsible for student guidance and for monitoring the study progress of students registered for a programme that is taught under the responsibility of the faculty, and it also draws up regulations to this end.
2. The forms of student guidance are listed in the programme-specific section.

#### [Article 5.3 Adaptations for students with disabilities](#)

1. Students with a disability may qualify for special adaptations to the teaching provided, examinations and practicals, based on a written request submitted for that purpose to the study advisor. These adaptations will be tailored as far as possible to the individual disability of the student, but are not permitted to affect the quality or level of difficulty of a subject or examination.

The facilities available for this purpose may consist of examinations and/or practicals whose nature and duration is attuned to the situation of the individual concerned, or providing practical aids.

2. The request referred to in paragraph 1 must be submitted to the study advisor. This recommendation is based on a statement from a doctor or psychologist. In the case of dyslexia, no recommendation from a student counsellor is required and a statement from a BIG, NIP or NVO accredited testing centre will suffice. Where possible, the statement should include an estimation of the extent to which progress of study will be hindered.
3. With regard to requests for adaptations to the educational programme and logistical arrangements, decisions will be made by the Faculty Board or the Director of Education or Director of Studies acting on the Board's behalf. The Examination Board will decide on any requests for adaptations relating to the process of examination.
4. If a positive decision is made in response to a request as referred to in paragraph 1, the student will make an appointment with the study advisor to discuss how the necessary adaptations can be facilitated.
5. A request for adaptation may be declined if granting it would constitute a disproportionately large drain on the organizational resources of the faculty or university.
6. If the student's disability constitutes grounds for an extension of examination time, the Examination Board will issue a statement detailing the entitlement to an extension. If a student's disability constitutes grounds for other additional facilities, the study advisor can assign a VIB (*Voorzieningen Inzake Beperkingen*) pass, which clearly shows which facilities the holder is entitled to.
7. The validity of the declaration and pass referred to in paragraph 6 may not exceed one year. This period of validity may be extended at the recommendation of a student counsellor or study advisor.

# B PROGRAMME-SPECIFIC SECTION Master Programme International Business Law

Article 1 Programme information

Article 2 Programme objective

Article 3 Additional general provisions

Article 4 General admission requirements

Article 5 Selection procedure and method

Article 6 Programme composition

Article 7 Exemption

Article 8 Final Master's degree assessment and declaration

Article 9 Access to subsequent programmes of professional study leading to qualification as a lawyer or a member of the judiciary

*Transitional and final provisions*

Article 10 Amendment and periodic review

Article 11 Transitional provisions

Article 12 Requests to the Examination Board

Article 13 Publication

Article 14 Entry into force

## **APPENDICES**

Appendix I Degree programme objectives

Appendix II Registration and post-registration for courses and exams

Appendix III Examination schedule

### Article 1 Programme information

1. The programme International Business Law CROHO number 60072 is available in full-time form, and taught in English.
- 1a. The full-time programme has an official duration of one years.
2. The successful completion of all of the requirements of the programme leads to the degree of Master of Law (LL.M.)
3. An educational unit comprises 3 credits or a multiple thereof.

### Article 2 Programme objective and final attainment levels

1. The programme's objectives are as follows:
  - a. To promote the academic education of the student in the field of international business law by
    - Stimulating independent academic thought,
    - Developing academic research and writing skills
    - Encouraging more mature communication at the academic level
    - Bolstering understanding of the wider context of international business law.
  - b. To prepare the Master's student to practise an international legal profession in the field of International Business Law. During the programme, the student gains knowledge, conducts research and reflects upon problems that also figure prominently in the practice of relevant professions.
  - c. The degree programme focuses on the student's personal development, promotes his or her awareness of social responsibility and develops skills of self-expression.
2. The final attainment levels for the programme are described in appendix I.

### Article 3 Additional general provisions

1. Students will be admitted to the degree programme if they hold a certificate of admission, issued by or on behalf of the Faculty Board because they have demonstrated that they meet the knowledge, understanding and skills requirements reflecting the final level of attainment in an academic Bachelor's degree programme, or an equivalent degree, in Law.
2. Applicants who do not meet the abovementioned requirement are also encouraged to apply, provided that they have a sound academic background and considerable experience in the field of law
3. 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 Executive Board decides otherwise.

### Article 4 General admission requirements

Responsibility for admitting students to the degree programme is delegated by the Faculty Board to the Admission Board of the degree programme.

### Article 5 Selection procedure and method

This master's programme is selective, the IBL Admission Board will make a merit based selection of students. The main focus of selection will be on GPA or an overall grade average.

### Article 6 Programme composition

The programme consists of the following units:

- a. Compulsory educational units
- b. Specializations

- c. Educational units for specialization
- d. Optional subjects

*a. Compulsory educational units*

- a. Research Seminar (6 ec, level 500)
- b. Master's Thesis (12 ec, level 600)

*b. Specializations*

In addition to the compulsory components in the programme, student have to choose a specialisation of 30 ec.

*c. Educational units for specialization*

***Specialisation: Regulations of Business 30 ec***

- International Trade and Investment Law (6 ec, level 500)
- Competition Law (6 ec, level 400)
- EU Internal Market Law (6 ec, level 400)
- International Tax Law (6 ec, level 400)
- International Intellectual Property Law (6 ec, level 400)

***Specialisation: Business Relations 30 ec***

- International Contract Law (12 ec, level 500)
- Private International Commercial Law (6 ec, level 400)
- International Company Law (6 ec, level 400)
- International Arbitration (6 ec, level 400)

*d. Optional subjects*

In addition to the compulsory and specialisation students choose electives 12 ec

Students can choose of the courses:

- Financial Markets (new course) (6 ec, level 500)
- Internship (6 ec, level 400)

Or of the courses of the other specialisation

*Other optional subjects*

The student who wishes to take a course other than those specified in Article 6 first needs to obtain prior written permission from the Examination Board.

**Article 7 Exemption**

1. If a compulsory or optional component of the programme has already been part of the Bachelor's degree programme of the student as referred at Article 2. The Examination Board will grant an exemption for this specific programme component.
2. If an exemption is granted as mentioned in paragraph 1 or 2 the Examination Board will decide on the rules for substitution of the original programme component for which the exemption has been granted.
3. If a student wishes to meet the requirements of specific interim examinations by studying at a different faculty or university (Dutch or foreign), prior approval is required from the Examination Board.

**Article 8 Final Master's degree assessment and declaration**

1. Notwithstanding the stipulations in Article 4.11 of Section A, the Examination Board initiates an investigation into the knowledge, understanding and skills of the degree candidate.
2. Students who have successfully met the requirements of the degree programme and all other legal requirements will have the title of 'Master' conferred upon them by the Executive Board. The predicate 'Law' will be added to this title, which can then be abbreviated to LL.M. Details of the degree awarded will be recorded on the degree certificate in question. The Examination Board will issue the student with the degree certificate and the degree supplement as referred to in Article 7.11 of the Act, once the Executive Board has declared that all of the relevant procedural requirements have been met. The student may ask the Examination Board not to proceed with issuing the certificate, unless he or she has already submitted a request for the certificate to be issued.

#### [Article 9 Access to subsequent programmes of professional study leading to qualification as a lawyer or a member of the judiciary](#)

1. If the combination of a Bachelor's degree and a Master's degree in Law entitles the graduate to enter the subsequent programmes of professional study leading to qualification as a lawyer or a member of the judiciary the Examination Board will mention this on the Master's degree diploma supplement.
2. To enable the Examination Board to assess a graduate's qualification for an annotation as mentioned in paragraph 1, students who didn't obtained their Bachelor's degree in Law at VU University Amsterdam, have to hand in a certified written statement of the Examination Board of the Bachelor's degree programme stating the requirements which still need to be fulfilled to qualify for the annotation in principle. The requirements mentioned in the statement need to be met by taking components at the VU University Amsterdam. The Examination Board defines which components (Bachelor's or Master's components of VU University Amsterdam degree programmes) are required to qualify for the annotation. The certified written statement of the Examination Board of the Bachelor's degree programme need to be handed in at the admission's application to the Master's degree programme.

#### *Transitional and final provisions*

#### [Article 10 Amendment and periodic review](#)

1. An amendment to the Academic and Examination Regulations will be adopted by the Faculty Board on the recommendation of the relevant Programme Committee. A copy of this recommendation will be sent to the faculty's Joint Meeting.
2. An amendment to the Academic and Examination Regulations requires the endorsement of the faculty's Joint Meeting for those sections which do not relate to the subjects of Article 7.13 paragraphs 2 a to g, and paragraph 3 of the Act.
3. An amendment to the Academic and Examination Regulations may only relate to an academic year already in progress if the interests of the students are not demonstrably harmed.
4. In cases where no consensus can be reached on the competent body to implement the Academic and Examination Regulations, the Executive Board will appoint such a body.



### Article 11 Transitional provisions

1. In the event that substantive changes are made to the composition of the degree programme or to the contents of these regulations, the Faculty Board will draft transitional regulations which will be appended to these regulations.
2. These transitional regulations will always include:
  - a. regulation relating to exemptions that may be awarded on the basis of examinations already secured;
  - b. the period of validity of the transitional regulations.
3. If a subject in the compulsory study programme is discontinued, a further opportunity will be offered after the final teaching in the subject to sit the interim examination in the subject. Re-sits will take place in the academic year subsequent to the final academic year in which teaching in the subject was offered.

### Article 12 Requests to the Examination Board

1. For a decision based on the Academic and Examination Regulations a student needs to file a request to the Examination Board at least three weeks before the (interim) examination will take place.
2. The Examination Board is able to differ from the regulations stipulated at the Academic and Examination Regulations in favour of the student's wellbeing if the regulation constitutes to a disproportionate disadvantage or a gross injustice.

### Article 13 Publication

1. The Faculty Board will ensure that these regulations are published in an appropriate manner. This also applies to the Rules and Guidelines drawn up by the Examination Board, and to any amendments to these documents.
2. The Academic and Examination Regulations will be posted on the faculty's website.

### Article 14 Entry into force

These regulations take effect on 1 September 2013.

Adopted by the Board of the Faculty of Law on 1<sup>st</sup> of July 2013

Programme Committee Recommendation, dated 23 April 2013

Endorsement by Joint Meeting, dated 1 July 2013

# Appendices

## Appendix I Degree programme objectives

1. The Master's graduate has thorough knowledge and understanding of the main areas of international business law.
2. The Master's graduate understands the relationships between the main areas of international business law and recognizes which legal issues are involved and how these influence each other.
3. The Master's graduate knows who the actors of the international business law environment are and how they interact with each other, while acknowledging legal and cultural differences. The Master's graduate understands the role of governments and the horizontal economic relationships between them, the vertical relationship between them and private business and, finally, the horizontal relationships between private companies. Consequently, the graduate discerns the legal position of various parties and understands how the conduct of these parties can influence legal positions.
4. The Master's graduate possesses analytical skills to apply acquired knowledge and insights to concrete problems in the area of IBL.
5. The Master's graduate 'translates' practical problems into legally manageable problems.
6. The Master's graduate can analyse and assess scholarly literature, case law and legal and policy documents and critically reflect upon them.
7. The Master's graduate shows evidence of an independent, critical attitude with regard to existing theories and knowledge.
8. The Master's graduate possesses the necessary knowledge of research methodologies in international law and the necessary research skills to independently prepare and carry out a jurisprudential study of some size. The Master's graduate can critically assess the value of research findings, draw conclusions from them and relate research results to theoretical debates within the domain and adjust them when necessary.
9. The Master's graduate should be able to analyse complex issues in relation to international business and make useful legal recommendations. A Master's graduate can formulate an independent and well-substantiated opinion on complex legal issues and take a substantiated position within the existing debates on various international business law topics.
10. The Master's graduate should have the ability to present orally and/or in writing the setup, research methodology, theoretical foundations and findings of their research to both experts and non-experts. The Master's graduate has a good command of English legal terms which are used within international business law.
11. The Master's graduate has a self-critical attitude that enables them to independently acquire new knowledge and to improve their analytical, research and communicative skills.

## Appendix II Registration and post-registration for courses and exams

### Article 1: Registration procedure

1. Students are required to register for subjects and examinations on VUnet by fixed deadlines. Results can only be processed for students who are registered for courses and examinations. These deadlines correspond with the structure of the academic year and are published annually on VUnet.
2. Students use VUnet to register for courses and examinations in the programmes on which they are enrolled. A separate procedure applies for students who wish to take courses outside of their programme(s). Information on this procedure is provided on VUnet, [www.vu.nl](http://www.vu.nl) and/or faculty websites. The registration procedure for modules such as student

placements, the thesis or practicals may differ. If this is the case, the relevant information can be found on the faculty websites.

3. Students who have registered for courses or examinations and who have decided not to proceed are required to cancel their registration. Students can cancel their registration on VUnet during the set registration periods.

## **Article 2: Late registration procedure**

1. Registering for courses and examinations after the deadline is only possible with the permission of the Faculty Board, and after paying the administration charge of €25 for each course or exam. If a student registers for several courses or exams at the same time after the deadline, the maximum charge is €50. In order to obtain the permission of the Faculty Board and complete late registration, the student should contact the programme secretariat prior to the start of the educational activity in question. Provided that the Faculty Board agrees, late registration is possible up to the end of the first week of the teaching period in which the subject starts.  
If participation in the first session is required for a particular subject, then it will not be possible to register once the course has started. If this is the case, it will be indicated for the relevant subject in the study guide.
2. Students cannot register late for an examination in the period after the expiry of the deadline and before the examination takes place. If the student is allowed to participate in the examination without registering, then he or she may pay a fee to register retroactively after sitting the examination.
3. The Faculty Board's permission for late registration takes the form of the lifting of the registration restriction in VUnet.
4. If registration during the designated period fails due to a technical failure involving VUnet or a defect that is attributable to VU University Amsterdam, then the student should contact the programme secretariat with a request to register. In that case, the student will not have to pay an administration fee.
5. A student who registers after the deadline may submit a written request to the Faculty Board within three weeks of the date on which he or she registered, asking for a refund of the administration fee, provided that he or she can produce sufficient evidence to prove that the cause of the late registration was outside of his or her control. The refund request does not negate the student's initial obligation to pay the fee.
6. A student who believes that he or she has paid the administration fee without due cause can obtain a fee refund form from the programme secretariat. The form is not required for requesting a fee refund, however.
7. The Faculty Board will assess the student's refund request within six weeks. The Faculty Board will offer the student the opportunity to be heard. The student is not required to make use of this offer.
8. The student may ask the Executive Board to evaluate the Faculty Board's decision regarding the refund request. The Executive Board will offer the student the opportunity to be heard. The student is not required to make use of this offer.

## **Appendix III Examination schedule**

An annual timetable is issued detailing when written interim examinations may be taken and is published before the start of the academic year on the faculty's website.