

# Rules and Regulations of the Examination Board ESE Academic year 2024-2025

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## Section 1 - General provisions

### Article 1 - Applicability of the rules and regulations

These rules and regulations apply to the examinations and exams of the bachelor degree programmes Economics and Business Economics, Economics and Taxation, Econometrics and Operational Research, and the master degree programmes Accounting, Auditing and Control, Economics and Business, Economics and Taxation, Econometrics and Management Science, hereinafter to be referred to as: the programmes.

The programmes are organised by the Erasmus School of Economics (ESE) of the Erasmus University Rotterdam (EUR), hereinafter to be referred to as: the School.

These rules and regulations are available in a Dutch and an English version. In case of doubt or ambiguity, the Dutch version of these rules and regulations applies.

### Article 2 - Definitions

In these rules and regulations the following words shall bear the following meanings:

- a. the act: the Dutch Higher Education and Research Act (WHW);
- b. student: anyone enrolled with the university for attending courses and/or taking the examinations and exams for a programme; for the further application of these regulations this also includes people enrolled as course participants;
- c. course participant: anyone enrolled with the university solely for attending courses and/or taking examinations for a programme. Course participants are not allowed to take exams;
- d. tutorial: a practical exercise, as referred to in article 7.13 of the act, in one of the following forms:
  - attending a seminar,
  - writing a thesis or paper,
  - making an assignment,
  - doing an internship,
  - or participating in another educational learning activity, aimed at acquiring the intended skills, like for example a Bachelor-1 or Bachelor-2 tutorial;
- e. credit (EC): unit in which the total student workload is expressed, whereby one credit equals 28 hours of study (in accordance with the European Credit Transfer System - ECTS);
- f. Examination Board: the committee as referred to in article 7.12 of the act;
- g. exam: the total of all education units passed by the student that entitles the student to a bachelor or master's degree;
- h. education unit: an independent part of an exam, for instance a course, seminar or thesis;
- i. course: education unit in which course-specific knowledge is taught;
- j. seminar: small-scale teaching form in which the practical application of theoretical knowledge is practiced by means of group and individual assignments;
- k. thesis: an individual final work in the form of a research report on a topic from the student's programme;
- l. result: assessment of an education unit registered in OSIRIS;
- m. partial result: the assessment of a partial test registered in OSIRIS;
- n. partial test: the examination taken during the education block or the examination period of an education unit, the assessment of which is taken into consideration when establishing the result of this education unit;
- o. degree: a degree is awarded when the minimum number of credits for the exam of a programme has been obtained as required according to the Teaching and Examination Regulations;
- p. Teaching and Examination Regulations (TER): the regulations laid down by the Dean for each programme as referred to in article 7.13 of the act;
- q. degree certificate: documentary evidence that the exam has been passed, in accordance with article 7.11 subsection 2 of the act;
- r. examination: a written, oral or other test, including tutorials or a combination thereof, of the understanding, knowledge and skills of the student, as well as the assessment of the results of that test;
- s. written: recorded on paper or digitally;

- t. resit: a written test scheduled in the examination period following the examination period of the last education block of the academic year, or for the Master during the last education block of the academic year;
- u. calamity: an unintended or unexpected event that can lead to disturbance of the order on or from the EUR-campus, such as fire, evacuation alarm, a general technical malfunction (see also the applicable 'EUR Examination Rules'), weather code red for the Rotterdam-Rijnmond area, issued by the KNMI meteorological institute;
- v. general technical malfunction: a malfunction that, in the opinion of the Examination Board, affects a significant number of students and is not due to the students themselves;
- w. examination period: the period during which written examinations can be scheduled. The examination period of an education unit usually follows the associated education block. After all the examination periods an examination period is scheduled for all written resits;
- x. examiner: the person who in accordance with article 7.12c of the act is authorised to hold examinations for the relevant education unit;
- y. academic staff:
  - 1. the professors of the School;
  - 2. the associate professors of the School;
  - 3. the assistant professors of the School;
  - 4. the PhD students of the School;
  - 5. the members of the BV's aligned with the School who are employed by the departments for the education within the programmes;
  - 6. the members of other Schools of the EUR who are employed by the departments for the education within the programmes;
- z. BKO: the nationally recognized Basic Qualifications for Education;
- aa. examination policy: the framework established by the School within which examinations are developed and taken;
- bb. Examination Protocol: regulations laid down by the School concerning the construction, taking, assessment and archiving of examinations and education units;
- cc. Assessment Specification Table: table filled in by the examiner that provides insight into how a course or seminar is examined;
- dd. academic year: the period that coincides with the period laid down in article 27 of these rules and regulations;
- ee. additional examination opportunity: an additional examination opportunity for an individual student outside the regular examination period;
- ff. secretariat: the secretariat of the department responsible for the course.

### **Article 3 - Daily routine in the Examination Board**

The chairperson and the secretaries of the Examination Board are together with the head Student Administration Services responsible for the daily business of the Examination Board.

### **Article 4 - Designation of examiners**

1. The Examination Board designates the examiners from the members of the academic staff. Upon the employment of a new academic staff member, the Examination Board, in consultation with the Programme Director, assesses whether this new staff member is a suitable candidate for the designation as an examiner.
2. In derogation of the previous subsection, the Examination Board on the recommendation of a department or BV director, can appoint someone who is not a member of the academic staff as an examiner, provided that, in the opinion of the Examination Board, the requirements set out in subsection 3 are met.

3. The Examination Board imposes candidates for the designation as an examiner the following requirements:
  - a. Examiner bachelor and master courses and bachelor and master seminars:
    1. doctorate or equivalent provable expertise on the subject of the course or seminar;
    2. BKO (to be obtained within one year after starting employment at the School) or equivalent provable experience in science education, and
    3. as a lecturer responsible for or involved in the course or the seminar;
  - b. Examiner bachelor theses:
    - at least a university master degree and proven expertise on the subject of the thesis;
  - c. Examiner master theses:
    - doctorate or equivalent provable expertise on the subject of the thesis.
4. The Examination Board determines annually whether the examiners meet the BKO requirement as referred to in subsection 3.
5. The Examination Board is authorised to suspend or take away the examination authority of examiners who no longer meet the requirements as referred to in subsection 3 or do not act in accordance with the examination policy, the Examination Protocol, the Teaching and Examination Regulations or these rules and regulations.

### **Article 5 - The standards**

In its considerations the Examination Board applies the following standards:

- a. the preservation of quality and selection requirements of each examination or exam;
- b. efficiency requirements, also expressed in an endeavour to:
  - keep loss of time for students that make quick progress in their studies during the preparation for an examination or exam to a minimum;
  - induce students to discontinue their studies as soon as possible, if passing a examination or exam has become unlikely;
- c. protection of students against themselves if they want to take on a too heavy workload;
- d. mildness towards students that are delayed in their studies due to circumstances beyond their control.

### **Article 6 - Hardship clause**

In highly exceptional individual circumstances where application of one or more provisions from these rules and regulations and/or the Teaching and Examination Regulations would result in evidently unreasonable and/or unfair situations, the Examination Board can based on a written and reasoned request from the relevant person deviate from said provision(s) in favour of the relevant person.

## **Section 2 - Exemptions**

### **Article 7 - Exemptions from education units**

1. Students can submit a written, reasoned, and documented request for exemption of an education unit to the Examination Board.
2. The Examination Board will take a reasoned decision on the request, with observance of the conditions laid down in the Teaching and Examination Regulations.
3. Exemptions from education units are not taken into consideration with the establishment of the result of the exam.
4. Students can submit a written, reasoned, and documented request to the Examination Board to bring into their exam the results from education units they obtained as a course participant.

## **Section 3 - Provisions concerning the course of events during the examinations\***

\* including the applicable 'EUR Examination Rules' laid down by the joint examination boards of the EUR and published on the EUR website

### **Article 8 - Registering for examinations and exams**

1. Students that because of their enrolment for the programme are entitled to take examinations and exams, must register for these in time and properly.
2. For a written examination to be taken, students must be registered in time in OSIRIS for the relevant examination.
3. For an oral examination to be taken, students are to contact the responsible examiner or the Examination Board following which a request for registration of result of the examination must be submitted to the secretariat.
4. After consultation with the Examination Board the head of the Student Administration lays down further rules for a proper registration for the written examinations and exams and publishes these rules timely on the EUR website.

### **Article 9 - General provisions on the order during written examinations**

1. On behalf of the Examination Board, invigilators appointed for this purpose by the central examination organisation are charged with maintaining order during the written examination. In the Exam Centre and in the other (large) lecture rooms, invigilators are present during written examinations. Among the invigilators present, one person designated in advance, namely invigilator 1, is authorized to coordinate the course of events during the examinations, also if an examination is taken simultaneously in several halls. The hall in the Exam Centre is equipped with camera surveillance.
2. The first half hour of every written examination at least one examiner is present in one of the rooms where the written examination is held to answer questions from students and invigilators regarding ambiguities on the examination cover page or errors in the text of the examination assignments. Examiners are not allowed to take student assistants with them to help.
3. The participant in an examination is to follow the instructions of the invigilators. If the instructions of an invigilator are not complied with, the invigilator draws up a written report of this and sends it to the Examination Board.
4. In the examination room it should be quiet before, during and also after the examination. During the examination all forms of communication are prohibited, except with the invigilators, the staff members of the examination organisation and the examiner.

### **Article 10 - Provisions concerning entering and leaving the room where a written examination is held**

1. Written examinations are held in various rooms and halls of the Woudestein complex of the EUR. The most frequently used examination location is the Exam Centre. On the day of the examination monitors at the entrance to the Exam Centre and elsewhere will indicate the exact location and any changes. In any case for the morning examinations of the following day this information is also available in OSIRIS as from 9.30 p.m.
2. At the latest in the first week of a teaching block, dyslexic students and students with certain other disabilities can submit a written, reasoned and documented request to the Examination Board to be allowed to use another room for taking the examination. In this room the written examinations start at the same time as in the other rooms. The end time is determined per student by the Examination Board.
3. Students with a campus ban imposed by or on behalf of the Executive Board are not allowed to participate in the examinations and tests of the EUR during the relevant period.
4. To ensure a quiet and orderly procedure participants should report to the examination room and take their places on time. The examination hall in the Exam Centre has been divided into blocks. Every block accommodates a maximum of 49 to 53 students. The blocks have been arranged in advance based on student numbers. The first and last number of every block is indicated on signs.

5. Until 15 minutes after the start of the examination it is still possible to begin with the examination; after that this is no longer possible, unless invigilator 1 gives permission for a late taking of the examination, because of evident collective traffic disruption. The decision that an examination cannot be taken on account of late arrival is not open to appeal.
6. Participants are not allowed to leave an examination room earlier than one hour after the start of the examination. Students who hand in their examination work to the invigilator ahead of time see to it that they cause as little as possible nuisance to the other participants. With the intention of a quiet end of the examination, students are not allowed to leave the examination room in the last 15 minutes of an examination.
7. Participants who fail to hand in their completed examination work are officially given a grade 1.0.
8. The end time of an examination is also the end time for handing in all examination work. All paper forms to be handed in to the invigilator should be provided with a hand-written student number, name and signature. All digital examination work must be handed in digitally by logging out in the test software.  
When the examination time is up, the invigilator will collect the examination works and/or determines that the students have been logged out of the test software.
9. Participants are not allowed to take home any examination assignments and examination work, in whatever form, during the examination and after the examination has finished.
10. Participants are not allowed to take home the scrap paper provided by the university during the examination and after the examination has finished.

### **Article 11 - Specific provisions on the order during written examinations**

1. On the table of participants there can only be: a valid identity document (see below, subsection 3), writing materials, food and drink for own use (see below, subsection 5) and, if available, a proof of participation. For some examinations a simple or graphical calculator or the use of specific sources is allowed. The examiner should announce this in advance, and it should be mentioned on the cover page of the examination. Allowed sources for an examination must not be provided with own notes, unless the examiner has indicated this in advance, and it is mentioned on the cover page of the examination. Devices and other allowed sources can be borrowed from other participants, provided that transfer takes place before the examination starts. If they contain information with which fraud can be committed, both owner and borrower will be responsible.
2. In cases where a simple calculator is allowed, participants are allowed to use only one of the following types during the examination: FX-82SX Plus (Casio), FX-82MS (Casio), FX-350MS (Casio), FX-82NL (Casio), FX-570MS (Casio), TI-30Xa (Texas Instruments), TI-30XS Multiview (Texas Instruments), TI-30XB Multiview (Texas Instruments), TI-30XIIS (Texas Instruments), TI-30XIIB (Texas Instruments).
3. All participants are required to identify themselves by means of one of the following identity documents: a valid ID card, driver's license, residence permit or passport. If none of these identity cards can be shown to the invigilator, the examination cannot be taken.
4. During examinations only paper or a laptop provided by the university for the purpose of that examination is allowed to be used.
5. One cold snack and one bottle/can of non-alcoholic drink is allowed but consuming it must not in any way cause nuisance, at the discretion of the invigilator.
6. Coats if any must be hung over the chairs. Bags and the like should be closed and out of reach. Weekend bags, suitcases and other large items should be issued at the invigilator. Mobile telephones should be switched off from the moment that the examination room is entered. In addition, watches (under which smartwatches) and mobile telephones should stay out of reach during the entire examination. The use of mobile telephones and other electronic communication devices during written examinations is prohibited.
7. Per examination one visit to the toilet per person is possible, while per block no more than one person at a time will be given permission. The visit to the toilet must be announced to the invigilator and their instructions must be complied with. During the first hour and the last half hour of examinations visits to the toilet are not allowed, except for very special (medical) circumstances, to be reported to the invigilators by the student in advance. At toilet visit, mobile detection equipment is used to check on the presence of mobile telephones and other electronic communication devices.

8. Before, during and after an examination the invigilators are responsible for maintaining order in their blocks. In the event of a suspicion of fraud or irregularity, the invigilator completes a fraud form and provides the examination work of the student(s) involved with the note "own risk". The student(s) involved is/are allowed to continue the examination.

### **Article 12 - Cancellation of examinations due to calamity**

1. If a calamity occurs or is to be expected before the start of or during an examination, the examination can be cancelled by the Examination Board in consultation with the Student Administration. Cancellations are published immediately on the index page of the EUR website, the news pages of the Service Desk of ESSC and in OSIRIS student.
2. If in an examination room an examination is cancelled, those present have to leave the examination room immediately by order of the responsible authority (i.e. the (coordinating) invigilator or a member of Student Administration Services), leaving their examination work behind. Students who participate in the examination outside the relevant examination room are allowed to continue the examination.
3. After the cancellation the examiner determines as soon as possible based on the already completed and/or submitted examination work if a final result for the examination can reasonably be determined. If the examiner concludes that no final result can be determined, the Examination Board must be informed immediately.
4. As soon as possible after the cancellation the Examination Board in consultation with the responsible examiner(s) determines if and the date on which the new examination will be taken, preferably within two weeks after the original examination date. The new examination dates will be published immediately the news pages of the Service Desk of ESSC and in OSIRIS Student.

### **Article 13 - Invalidation of examinations**

If during an examination there is a general technical malfunction, suspicion of large-scale fraud or an unforeseen circumstance that, in the opinion of the examiner and the Examination Board, seriously impedes a proper assessment of the acquired knowledge, understanding and skills of all or a significant number of the students, the Examination Board may declare an examination fully or partially invalid for all students.

### **Article 14 - Unassessable examination**

The Examination Board may declare a student's examination invalid if it has become reasonably impossible for the examiner and the Examination Board to make a proper assessment of the knowledge, understanding and skills acquired by the student, also if this is due to circumstances beyond the actions or omissions of the student.

### **Article 15 – Additional examination opportunity**

1. A student may submit a written and reasoned request for an additional examination opportunity to the Examination Board.
2. No additional examination opportunity is possible for a seminar or partial test.
3. A student will only be eligible for an additional examination opportunity if all the following conditions are met:
  - a. the student has not obtained a valid or compensable result for at most one course through no fault of their own;
  - b. the last two regular examination opportunities have been used;
  - c. the last obtained grade for the course is at least 4.0;
  - d. there is no regular examination opportunity within four months of the date of the request (excluding July and August);
  - e. the thesis has been handed in and found sufficient;
  - f. in case the request is not granted this would lead to verifiable serious study delay.
4. The Examination Board will submit a reasoned decision on the request, taking into account the conditions in the previous subsection and taking into account the personal circumstances of the student.

## Article 16 - Fraud; prohibitions

1. Fraud is understood to mean: any acts or omissions of a student as a result of which it is or has become reasonably impossible for the examiner and the Examination Board to make a proper assessment of the knowledge, understanding and skills acquired by the student or of the knowledge, understanding and skills of fellow-students.
2. Students should immediately report a possible appearance of fraud concerning themselves during an examination to the invigilator;
3. The following will in any case be considered as fraud:
  - a. to appropriate the questions or assignments of an examination prior to that examination;
  - b. to pose as someone else during the examination or to have themselves represented by someone else at the examination;
  - c. to consult or have within reach sources of information (as for example books, workbooks, notes written on own paper, on skin or on fabric, programmable calculators, mobile telephones, smartphones, smartwatches, smart glasses) of which the use is not explicitly permitted pursuant to article 11 during the examination; mobile telephones, smartphones etc must be and remain switched off;
  - d. to copy from fellow students or to exchange information with them in any way whatsoever, inside or outside the examination room during the examination. Also, to provide someone the opportunity to commit fraud is considered fraud;
  - e. to switch or exchange the question forms and/or answering forms handed out to them;
  - f. to make changes in already handed in examination work during the inspection afterwards;
  - g. to commit plagiarism, in this context also understood to mean quoting (copying an extract larger than one or a few words literally or in translation) or paraphrasing (reproducing an extract larger than one or a few words in one's own words) from one's own or someone else's (group)work for the purpose of a paper, thesis or any other form of text being part of the teaching without bibliographically traceable and correct acknowledgements being included and in the case of a quote without indicating this by means of quotation marks or another unambiguous typographic means. Also making one's own work available to someone else where there is a real chance that this other person will use the work to commit plagiarism is considered fraud;
  - h. to make it impossible, either wholly or in part, to make a proper assessment of their knowledge, understanding and skills by acts or omissions of student in any way whatsoever.
4. A (group) assignment, paper, thesis or any other form of text that is part of the education of the student's current or previously followed programme within or outside the School can only be assessed once with a grade or a pass.

## Article 17 - Fraud and misconduct; measures

1. Students acting contrary to the provisions on the order mentioned in the articles 9 to 12 resp. the "Disciplinary rules for written examinations" published on the EUR website or the provisions mentioned in article 16, or giving opportunity to act contrary to these provisions, commit fraud or misconduct.
2. When fraud is established or seriously suspected during a written examination, the invigilator will immediately communicate this to the student and collects any proof that might exist. The student is given the opportunity to finish the work and hand it in.
3. The invigilator reports the established or suspected fraud immediately after the examination by means of a standard reporting form at Student Administration Services - Team Examination Organisation. Any supporting documents are also included. If the student has refused to hand over any evidence, this is noted on the form. Team Examination Organisation sends the report form completed by the invigilator with any supporting documents immediately after the examination period to the Examination Board.
4. If plagiarism is established or seriously suspected after an (group)assignment, paper or thesis has been handed in (for instance with a plagiarism scanner), the examiner immediately informs the student about this in writing.
5. The examiner reports the established or seriously suspected plagiarism immediately to the Examination Board. The supporting evidence and a written explanation from the examiner are also included.



6. Depending on the gravity of the committed fraud, including repeated fraud, the Examination Board can impose measures to the student, including in any case the following:
  - a. reprimand;
  - b. invalidation of the (group)assignment or the relevant paper;
  - c. invalidation of the relevant examination;
  - d. invalidation of the relevant course result (including any partial results);
  - e. invalidation of the relevant thesis;
  - f. exclusion from the relevant examination for a period of one year at most;
  - g. exclusion from one or more examination periods;
  - h. exclusion from all examinations for a period of one year at most;
  - i. exclusion from the thesis defense for a period of one year at most;
  - j. a combination of the above measures;
  - k. proposal to the Executive Board to definitively end the registration for the relevant programme.
7. If fraud or plagiarism is established in group work, it will be attributed to each of the group members equally. The burden of proving the contrary rests on every group member.
8. Before the Examination Board takes a decision, it will investigate the facts.

## Section 4 - Taking examinations and exams

### Article 18 - Taking an examination or exam

1. When taking examinations, the examiner acts according to the Examination Protocol.
2. Student Administration Services - Team Study Progress & Diploma Administration verifies whether all exam requirements have been fulfilled.

### Article 19 - The questions and assignments

1. The examination questions and assignments only relate to examination material made known in advance. The main substance of the examination material is made known before the start of the teaching that prepares for the examination. The exact and definitive scope of the examination material is made known at the latest one month before the examination is taken.
2. The questions and assignments of an examination are spread as evenly as possible over the examination material.
3. The examination resp. the partial tests represents the education purposes of a course or seminar as regards contents and form. The examiner makes this clear by filling in the Assessment Specification Table.
4. The questions and assignments of examinations are clear and unambiguous and are stated in such manner or contain such directions that the student can know how elaborate and detailed the answers must be.
5. The examiner asks a colleague to peer review the questions and assignments of an examination.
6. When preparing an examination, the examiner will ensure that a question is not in its entirety copied from previous examinations.
7. A considerable time before the relevant examination is given, the Examination Board or examiner announces in which manner the provision in the article of the relevant Teaching and Examination Regulations regarding the form of the examination will be implemented.
8. The duration of an examination is such that students have sufficient time to answer the questions, according to reasonable standards.

## Section 5 - The assessment

### Article 20 - The assessment

1. Examinations and education units are assessed by or under the responsibility of the examiner based on the Examination Protocol.
2. The assessment method will be so transparent that students will be able to check how the results of their examinations, education units or exams have come about; relative assessment is not allowed.

3. Examinations, partial tests, and education units are in principle assessed with a grade on a scale from 1.0 – 10.0, accurate to one decimal place, 5.5 being the lowest satisfactory grade.
4. In the following cases, grading with an abbreviation can be applied:
  - FR (fraude) - FR (fraud) if the result of an examination or an education unit has been declared invalid by the Examination Board on account of fraud;
  - GGR (geen geldig resultaat) - INR (invalid result) if the obligation to attend the tutorials of an education unit has not been met;
  - NO (niet opgekomen) - AFE (absent from exam) if the student registered for an examination has not taken part in that examination;
  - NVD (niet voldaan) - FAIL (fail) if a non-graded education unit has not been completed with sufficient result, or if the deadline for completing a bachelor thesis with sufficient result or for completing a master thesis with a provisional result 'pass' as laid down in the Teaching and Examination Regulations has not been met;
  - ONG (ongeldig verklaard) - INV (declared invalid) if, in the opinion of the Examination Board, an examination has become unassessable;
  - ONV (onvoldoende) - INSUF (insufficient) for an education unit with partial tests and/or an examination for which a minimum to obtain (partial) result applies, if the for the relevant partial test and/or examination applicable minimum (partial) result is not obtained;
  - VD (voldaan) - PASS (pass) if a non-graded education unit has been completed with sufficient result, and if an education unit of a foreign university completed with sufficient result is brought in as an elective;
  - VR (vrijstelling) - EX (exemption) for an education unit if the Examination Board has granted this exemption with due regard for the conditions set in the Teaching and Examination Regulations.
5. In case grades of examinations, partial tests or education units must be averaged, the following rules apply:
  - different degrees of importance can be attached to the grades; one partial test's grade can count for example twice and the other only once;
  - the average must be rounded off to one decimal place, with hundredths being rounded down; the average of a 5.9 and a 5.0 makes a 5.4 for example.
6. The bachelor thesis is assessed by the thesis supervisor and a second assessor. Both are to be examiners of the School, and at least one of both should be member of the academic staff. The thesis supervisor and the second assessor determine the final grade of the thesis together by mutual consultation on the basis of assessment criteria established by the School, as published on the School's website.
7. The master thesis is assessed by the thesis supervisor and a second assessor. Both are to be examiners of the School, at least one of both should have a doctorate, and at least one of both should be member of the academic staff.

The thesis supervisor and then a second assessor independently of each other determine the provisional result 'pass' or 'fail' for a thesis. After both the thesis supervisor and the second assessor have determined a 'pass', the student must defend the master thesis orally during a final session of half an hour with the thesis supervisor and the second assessor. Immediately following the final session, the thesis supervisor and the second assessor determine the final grade of the thesis together by mutual consultation on the basis of assessment criteria established by the School, as published on the School's website.
8. If an examination is taken twice or more on one and the same education unit, the highest result obtained counts.

## Article 21 - The subsequent discussion

1. Within four weeks after the result of a written examination has been published in OSIRIS, students can request a subsequent discussion from the responsible examiner.
2. The examiner may decide that the subsequent discussion together with the perusal as referred to in article 18 of the teaching and examination regulations takes place at a fixed location and time and announces this at the latest two working days before the perusal and subsequent discussion. Students who have been unable to attend this perusal and subsequent discussion due to force majeure are offered, on their request, another opportunity by the examiner.
3. After an oral examination the examiner announces the result and subsequently discusses it with the student on request.

## Section 6 - The exam

### Article 22 - The determination of the result of the exam

1. The Examination Board determines whether a student can be awarded a degree.
2. After all education units for the exam have been passed, the exam result is determined by Team Study Progress & Diploma Administration on behalf of the Examination Board, with observance of the Teaching and Examination Regulations of the programme and the Rules and Regulations of the Examination Board.

### Article 23 - Judicium

1. The judicium for the exam is determined by Team Study Progress & Diploma Administration on behalf of the Examination Board as the with the corresponding credits weighted average of the final results assessed on the basis of grades for the education units as referred to in the article of the Teaching and Examination Regulations regarding the structure of the relevant exam, with exemption having been granted for 40% of the education units at most.
2. The determined judicium is stated on the supplement to the degree certificate with one decimal place.
3. If the student has obtained a judicium between 8.25 and 8.99 for the exam, calculated based on first obtained final results only, and the grade for the thesis is at least 8.0, the predicate 'Cum Laude' is awarded by the Examination Board and stated on the degree certificate.
4. If the student has obtained a judicium of 9.0 or higher for the exam, calculated based on first obtained results only, and the grade for the thesis is at least 8.0 and at most 8.9, the predicate 'Cum Laude' is awarded the Examination Board and stated on the degree certificate.
5. If the student has obtained a judicium of 9.0 or higher for the exam, calculated based on only first obtained final results, and the grade for the thesis is at least 9.0, the predicate 'Summa Cum Laude' is awarded by the Examination Board and stated on the degree certificate.
6. The predicate 'Cum Laude' or 'Summa Cum Laude' as referred to in subsection 3 or 4 is not awarded by the Examination Board, if during the degree programme irregularities have occurred (for example fraud, plagiarism, or violation of the EUR integrity code).
7. The Examination Board may award the predicate 'Cum Laude' to a student who does not meet the requirements of 'Cum Laude' as referred to in subsection 3 due to personal circumstances.

### Article 24 - The degree certificate, the grade list and the supplement

1. The Examination Board will award a degree certificate as proof that the exam has been passed, after Team Study Progress & Diploma Administration has verified on behalf of the Executive Board that the procedural requirements for the issue have been met. One degree certificate is awarded for each programme. The degree certificate is signed by the chairperson of the Examination Board.
2. The grade list that forms part of the degree certificate only states the education units needed for the degree exam, together with the obtained results and the associated credits. The grade list is signed by the chairperson of the Examination Board.
3. The Examination Board adds a supplement to the degree certificate in accordance with the agreed European standard. The supplement is signed by the chairperson of the Examination Board.
4. On behalf of the Examination Board Team Study Progress & Diploma Administration awards the degree certificate, the corresponding grade list and the supplement to the student in person, unless the student opts for an award during the Bachelor Graduation Day, resp. a Master Graduation Event.
5. Students who have been awarded a degree can in accordance with regulations to be determined by the Executive Board request the Examination Board not to proceed with the award of the degree certificate yet.
6. A student who has completed one or more education units with sufficient result and to whom no degree certificate can be awarded, can request Team Study Progress & Diploma Administration to issue a statement mentioning in any case the education units that have been completed with sufficient result.

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## **Section 7 - Right of Appeal**

### **Article 25 - Right of Appeal**

Decisions from the Examination Board resp. the examiners of the School can be appealed against at the Examinations Appeals Board of the EUR under article 7.60 of the act.

## **Section 8 - Concluding and implementation provisions**

### **Article 26 - Amendments**

1. Amendments to these rules and regulations are laid down by the Examination Board in separate decisions.
2. No amendments are made that apply to the current academic year, unless the general interest of students would likely not be prejudiced as a result.
3. Furthermore, amendments cannot adversely influence decisions with respect to students taken by the Examination Board under these rules and regulations.

### **Article 27 - Entry into force**

These rules and regulations become effective on 2 September 2024 and remain valid up and including 31 August 2025.

Thus laid down by order of the Examination Board ESE on 22 July 2024, after hearing the advice from the Programme Director of the Erasmus School of Economics.