

Teaching and Examination Regulations

Master Media Studies

Programme Media & Business

Programme Media, Culture & Society

Programme Media & Journalistiek (Dutch)

Programme Media & Creative Industries

Premaster Media Studies

2020-2021

Table of Contents

SECTION 1 – GENERAL PROVISIONS	4
Article 1.1 – Applicability of the regulations.....	4
Article 1.2 – Definitions	4
Article 1.3 – Evaluation of education	5
SECTION 2 – PREVIOUS EDUCATION AND ADMISSION	5
Article 2.1 – Admissions moment	5
Article 2.2 – Bachelor-before-master-rule	5
Article 2.3 – Admission requirements	6
Article 2.4 – Admissions Committee and Admissions Procedure	6
SECTION 3 – CONTENT AND STRUCTURE OF THE PROGRAMME	6
Article 3.1 – Intended learning outcomes of the degree programme.....	6
Article 3.2 – Full-time / part-time	7
Article 3.3 –Language of instruction and assessment.....	7
Article 3.5 – Study workload and duration	8
Article 3.6 – Master’s examination and exams	8
SECTION 4 – MASTER PROGRAMME	8
Article 4.1 –Specialisation programmes	8
Article 4.2 – Composition of the specialisation programmes.....	8
Article 4.3 – Practicals	9
Article 4.4 – Attendance and participation requirement.....	9
Article 4.5 - Honours Programme.....	9
Article 4.6 – International exchange	10
Article 4.7 – Master Thesis	10
SECTION 5 - ASSESSMENT	10
Article 5.1 – General.....	10
Article 5.2 – Content of exams.....	11
Article 5.3 – Time periods and frequency of exams	11
Article 5.4 – Administration of exams	11
Article 5.5 – Oral exams	11
Article 5.6 – Fraud.....	12
SECTION 6 – EXAM RESULTS.....	13
Article 6.1 – Establishing and announcing exam results	13

Article 6.2 – Grading.....	13
Article 6.3 – Validity.....	13
Article 6.4 – Right of inspection	13
SECTION 7 – EXEMPTIONS.....	14
Article 7.1 – Substitution of courses.....	14
SECTION 8 – MASTER’S EXAMINATION	14
Article 8.1 – Master’s examination	14
Article 8.2 – Judicium cum laude.....	14
Article 8.3 – Degree.....	14
Article 8.4 – Master degree certificate	14
SECTION 9 – PRE-MASTER PROGRAMME	15
Article 9.1 – Pre-master programme	15
Article 9.2 – Admission to pre-master programme	15
Article 9.3 – (Transfer) Minor Media Studies.....	15
SECTION 10 - STUDY PROGRESS AND STUDENT COUNSELLING.....	16
Article 10.1 – Study progress	16
Article 10.2 – Student counselling.....	16
Article 10.3 – Studying with a functional impairment	16
SECTION 11 – TRANSITIONAL AND FINAL PROVISIONS.....	17
Article 11.1 – Hardship clause.....	17
Article 11.2 – Right of appeal.....	17
Article 11.3 – Complaint procedure	17
Article 11.4 – Amendments	17
Article 11.5 – Announcement	17
Article 11.6 – Adoption and implementation	17
APPENDIX 1 – Master programme overview.....	18
APPENDIX 2 – Pre-master programme overview.....	22
APPENDIX 3 - Soft transition Bachelor to Master 2020-2021.....	24
APPENDIX 4 - Adjustments in education	25

SECTION 1 – GENERAL PROVISIONS

Article 1.1 – Applicability of the regulations

These regulations are applicable to the curriculum and examinations of the master degree programme in Media Studies, hereinafter referred to as the “degree programme” and include the programme specific rights and obligations of students following the programme in the academic year 2020-2021. The general university Student’s Charter stipulates the rights and obligations applicable to all students of the Erasmus University.

The degree programme is offered by the Erasmus School of History, Culture and Communication (ESHCC) at Erasmus University Rotterdam, referred to here as: “the School”.

The master programme is subject to the provisions set out in the Higher Education and Research Act (WHW).

The degree programme’s online study guide, the [website](#) that sets out the teaching plan for the degree programme, and the course guides of individual courses are an integral part of these regulations as regards the specifics of courses and exams.

Article 1.2 – Definitions

In these regulations, the following definitions apply:

<i>Academic year</i>	The period that starts on 1 September and ends on 31 August of the following year
<i>Admissions Committee</i>	a committee mandated by the Dean of the School which assesses whether a prospective student can be admitted to the degree programme and which selects the most suitable students for the programme
<i>The Act</i>	The Higher Education and Research Act; WHW (Statute book 1992, 593); later revised.
<i>Course</i>	one (examination) component of the degree programme as referred to in section 7.3 of the Act, which is awarded credits;
<i>Course guide</i>	a written (electronic) document containing information about the objectives, working method and structure of a course, the assessment method, the mandatory literature and the lecturer’s office hours.
<i>Credit</i>	a unit expressed in EC, whereby one credit is equal to 28 hours of study (according to the European Credit Transfer System).
<i>Degree programme</i>	the Master Media Studies as referred to in Art. 1, which is a coherent set of components, aimed at achieving the defined learning outcomes. The degree programme is concluded when all the requirements for the master degree have been fulfilled.
<i>Director of Education</i>	the person who is responsible for the general administration of the degree programmes of the School.
<i>Exam</i>	assessment as referred to in Section 7.10 of the Act, i.e. a written, oral, digital (administered on a computer) or other investigation including a practical or a combination of these, into the understanding, knowledge and skills of the student and the assessment of the results of that investigation.
<i>Examination Board</i>	A board appointed by the Dean of the School and as referred to in Art. 7.12 of the Act, for the purpose of guaranteeing that all requirements for a degree are met before graduation. See contact details here.
<i>Examiner</i>	the lecturer on staff at the School, or an external lecturer assigned to the task by the Examination Board, who is authorised to administer exams and/or tests.
<i>GPA</i>	Grade Point Average.
<i>Honours Programme</i>	a optional excellence programme in addition to the degree programme.

<i>Intermediate test or interim exam</i>	a test or exam taken during the lecturing term of a course, the assessment of which is taken into consideration for establishing the result for the course.
<i>Master's examination</i>	the total of successfully passed exams by the student that entitles the student to a master degree
<i>Practical</i>	a practical exercise, as defined in Article 7.13 of the Act, in one of the following forms: <ul style="list-style-type: none">o writing a paper, report or thesiso taking a seminar or research workshopo carrying out an assignment or giving a lectureo participating in another educational activity, aimed at acquiring particular skills.
<i>Programme or specialisation programme</i>	one of the four specialisation programmes of the degree programme
<i>Programme director</i>	the person charged with managing and supervising the degree programme
<i>Resit</i>	the possibility to improve the grade of a test or exam.
<i>Rules & Guidelines</i>	the rules, guidelines and regulations of the Examination Board, as referred to in Art. 7.12 paragraph 4 of the law.
<i>Student</i>	a person enrolled at the university for the purpose of following the degree programme and/or sitting the programme's examinations and having his/her academic record reviewed in accordance with section 7.34 of the Act;
<i>Study guide</i>	document containing important information about the framework, the contents, the services offered and the regulations of a specific programme.
<i>Website</i>	the webpage with all the educational information about the master programme Media Studies

Any remaining terms are understood as they are referred to in the Act.

Article 1.3 – Evaluation of education

1. The Director of Education will ensure the evaluation of education.
2. The Director of Education will inform the Faculty Council and Programme Committee of the method and frequency with which curriculum components are to be evaluated.
3. The Director of Education will inform the Faculty Council and Programme Committee of the outcomes of the evaluation, the amendments made as a result of this and the effect of the actual amendments.
4. The Programme Committee will advise the Director of Education on the methods of evaluation and curriculum assessment, and will initiate or suggest possible improvements in the evaluation of education.
5. The Programme Committee has the right of consent with regards to the evaluation of education.

SECTION 2 – PREVIOUS EDUCATION AND ADMISSION

Article 2.1 – Admissions moment

The degree programme has one admissions moment: at the start of the academic year (September).

Article 2.2 – Bachelor-before-master-rule

Having an academic bachelor degree as defined in Article 7.30a first section of the WHW is a prerequisite for admission to the master degree programme. For 2020-21, specific, so-called “soft transition” are in place to mitigate the consequences of study delays in students' prior education which are caused by the COVID-19 crisis. Cf. Appendix 3.

Article 2.3 – Admission requirements

Admission to the programme is given to on the basis of:

1. An academic bachelor degree or master degree in the social sciences or humanities from a recognized Dutch university or an equivalent international institution or a completed pre-master programme in Media Studies at the EUR (cf. art. 9.1).
2. Basic knowledge of the field of media and communication (at least 15 credits) and of common research methods in the field of media and communication (at least 15 credits) as indicated on the programme website.
3. Sufficient academic writing and analytical skills, as demonstrated by a bachelor thesis or comparable academic paper.
4. A GPA of at least 6.5 according to the Dutch grading system which uses a scale of 1-10.
5. A sound motivation for undertaking the specific specialization programme, as substantiated by a motivation letter.
6. For the three English language specialisation programmes: A clear international orientation, as evidenced by CV and motivation letter.
7. Sufficient language proficiency.
 - a) For all specialisation programmes: sufficient proficiency of the English language (cf. Art 3.3 and the website).
 - b) For the Dutch language programme: sufficient proficiency of the Dutch language (cf. Art. 3.3 and the website).

Article 2.4 – Admissions Committee and Admissions Procedure

1. The Admissions Committee is authorised to decide on the admission of students to the programme.
2. In view of admission to the programme, the Admissions Committee inquires into the knowledge, insight, skills and motivation of the candidate. To complement written evidence of the preceding course(s) of study and training programme(s) completed by the candidate, the Admissions Committee may decide to have certain skills and knowledge tested by experts within or outside the university.
3. Within six weeks after the final application deadline, the decision of the Admissions Committee is communicated to the candidate.
4. Admission is granted subject to the condition that, at the latest on August 31, the candidate meets the requirements with respect to the knowledge and skills (cf. 2.3.1; 2.3.2; and 2.3.7) evidenced by legal certificates.
5. In the written statement with respect to admission, the student is alerted to the possibility of appealing to the Examination Appeals Board (CBE).

SECTION 3 – CONTENT AND STRUCTURE OF THE PROGRAMME

Article 3.1 – Intended learning outcomes of the degree programme

The intended learning outcomes of the degree programme, as described below, specify the required knowledge, understanding and competences of graduates of the degree programme.

Graduates will have gained knowledge and understanding of the following:

1. Key theoretical developments, issues and discussions in the academic study of media and communication.
2. Theory development and research regarding current policies, communication practices, strategic organizational issues and developments in sectors spanning business, media, and creative industries.
3. Key academic research methods and techniques as they apply to the field of media and communication.

Graduates have an academic mind, a critical disposition and excellent written and oral expression skills. They are able to:

4. Systematically analyse complex processes and issues within the media sector as well as media and communication issues within organizations and society.
5. Critically evaluate the functioning of researchers, policy makers and professionals in the field of media and communication and the aforementioned sectors (business, media, and creative industries) and to make a constructive contribution to innovations in policy, communication, organization and strategy.
6. Independently conduct research in the field of media and communication by applying various (qualitative and quantitative) research methods, document this in a clearly structured argumentation, and reflect on the research, the research process and possible implications.
7. Apply the gained knowledge and skills independently and creatively within the media and communication sector, media and communication research, and the (media and communication) policy and strategy of governments, NGOs, companies and other organizations, and the public debate about media.

Article 3.2 – Full-time / part-time

The degree programme is a day programme and can be followed both full-time and part-time. The programme takes one year full-time and two years part-time.

Article 3.3 –Language of instruction and assessment

Within the specialisation programme Media & Journalistiek:

1. The education and testing in the Dutch specialisation programme is in Dutch, unless indicated otherwise in the course guide.
2. Participation in the specialisation programme and its exams requires sufficient mastery of the Dutch language. This requirement is deemed to be met if the student:
 - a) is in possession of a VWO (A-level) diploma where Dutch was one of the exam subjects required to earn that diploma, or:
 - b) has successfully taken the exam "Dutch as a second language, level two" (NT-2, Exam II).
3. Participation in this specialisation programme and its exams requires sufficient mastery of the English language. This requirement is deemed to be met if the student:
 - a) is in possession of a VWO (a-level) diploma where English was one of the exam subjects required to earn that diploma or:
 - b) is in possession of a secondary education diploma, earned at an English language institute for secondary education in or outside The Netherlands;
 - c) is in possession of a four year HBO (Uni. Applied Sciences) diploma where English was one of the subjects required to earn that diploma or:
 - d) has taken one of the following exams no longer than two years preceding the application:
 - TOEFL with a score of 100 in the internet based, 250 in the computer-based test or 600 in the paper test
 - IELTS with a score of 7.0 or higher.
 - Cambridge C1 Advanced (former CAE) grade: C/185.
 - Cambridge C2 Proficiency (former CPE) grade :C/185
 - Test results of the ITP/TOEFL (Institutional Testing Program) offered by the Language & Training Centre of Erasmus University Rotterdam are also accepted. The minimum score: 600.

Within the specialization programmes Media & Business, Media & Creative Industries and Media, Culture & Society:

6. Classes and exams are given in English.
7. Exams and papers are written in English.
8. Participation in these specialisation programmes require sufficient mastery of the English language. This requirement is deemed to be met if the student:
 - a) is a native speaker of English.
 - b) has completed a previous degree programme where the language of instruction was English and which was completed no longer than three years ago at the time of of the application.

- c) has taken one of the following exam results no longer than two years preceding the application:
- TOEFL with an overall score of 100 in the internet based, 250 in the computer-based test or 600 in the paper test
 - IELTS with an overall score of 7.0 or higher.
 - Cambridge C1 Advanced (former CAE) grade: C/185.
 - Cambridge C2 Proficiency (former CPE) grade :C/185
 - Test results of the ITP/TOEFL (Institutional Testing Program) offered by the [Language & Training Centre of Erasmus University Rotterdam](#) are also accepted. The minimum overall score: 600.

Article 3.4 – Participation in degree programme related activities

Students are supposed to participate in every educational activity that the degree programme offers irrespective of whether the activities are compulsory or not. This concerns not only lectures and study visits but also the completion of course evaluations. Which activities are mandatory to pass each course is specified in the course guide.

Article 3.5 – Study workload and duration

The degree programme is a one-year programme with a study load of 60 credits.
The Honours programme consists of 10 to 15 additional credits (cf. Art. 4.5)

Article 3.6 – Master’s examination and exams

1. The parts of the curriculum that are part of the master's examination shall be determined by the Dean of the School.
2. The master’s examination consists of the exam units as mentioned in Appendix 1.

SECTION 4 – MASTER PROGRAMME

Article 4.1 –Specialisation programmes

The degree programme contains four specialisation programmes and the student is required to complete one of these programmes in its entirety:

1. *Media & Journalistiek*
2. *Media & Business*
3. *Media & Creative Industries*
4. *Media, Culture & Society*

Article 4.2 – Composition of the specialisation programmes

The courses included in the specialisation programmes are listed in Appendix 1.

The *Media & Journalistiek* programme consists of the following compulsory elements:

- Four seminars (20 credits)
- Two methods courses (10 credits)
- One Research Workshop (5 credits)
- Workshop Journalism (5 credits)
- Master Class (2 credits)
- Master Thesis (18 credits)

The *Media & Business* programme consists of the following compulsory elements:

- Four seminars (20 credits)
- Two methods courses (10 credits)
- Workshop Digital Research Methods (5 credits)
- One Research Workshop (5 credits)

- Master Class (2 credits)
- Master Thesis (18 credits)

The *Media & Creative Industries* programme consists of the following compulsory elements:

- Five seminars (25 credits)
- Two methods courses (10 credits)
- One Research Workshop (5 credits)
- Master Class (2 credits)
- Master Thesis (18 credits)

The *Media, Culture & Society* programme consists of the following compulsory elements:

- Five seminars (25 credits)
- Two method courses (10 credits)
- One Research Workshop (5 credits)
- Master Class (2 credits)
- Master Thesis (18 credits)

Article 4.3 – Practicals

The courses of the degree programme mentioned in Article 4.2 and Appendix 1 include practicals, which involve compulsory classes (tutorials, practicals, workshops, and seminars) in which students meet under supervision of a lecturer to discuss course materials, coursework and work on in class assignments. What the practicals entail and how much time they take is set out in the course guide that is provided for each course.

Article 4.4 – Attendance and participation requirement

1. The student is expected to actively participate in every course.
2. There is an attendance requirement for the practicals. This means that passing an exam for a course as mentioned in article 4.4 is only achieved when the appropriate practicals have been satisfactorily followed.
3. In addition to the general requirement that the student is present and actively participates additional requirements are described in the course guide.
4. When a student cannot attend the practical, the student needs to inform the lecturer in advance of the practical.
5. A student who is absent from one practical still meets the attendance requirement if the student is present in all other practicals.
6. A student who is absent from two practicals receives an extra assignment from the lecturer. This extra assignment is an individual assignment and offers the student the possibility to still meet the attendance requirement.
7. The additional assignment must be handed in (digitally) before the deadline stated by the lecturer, and will be graded on a Pass/Fail basis. A student who does not submit this extra assignment will not receive a grade for the course (and thus, fail).
8. A student who did not comply with the attendance requirement of the practicals has no right to be awarded a final grade for the course under discussion in that academic year.
9. Appendix 4 provides further details regarding the attendance requirements for online education in relation to the COVID-19 crisis.

Article 4.5 - Honours Programme

The Honours Programme is an optional challenge for motivated students, providing them the opportunity to apply their academic knowledge and skills in the professional field (option A, 5-15 credits see 4.5.1 to 4.5.5) or the opportunity to study abroad for a semester (option B, 15 credits). Article 4.6 covers the requirements of option B.

1. The Honours Programme consists of an extracurricular applied project in the field of media and communication in collaboration with one or more external organisations.
2. The workload of the project amounts to between 5 and 15 credits and will be indicated on the programme website.
3. In term 1 all students receive an invitation to apply for admission to the Honours Programme.
4. Only motivated students who have obtained 15 credits after term 1, who have a GPA of a 7.5 or higher will be admitted to the programme.
5. A maximum of 15 students - including all specialisation programmes - will be admitted to the Honours Programme. Selection will be based on academic performance, a personal pitch and motivation.

Article 4.6 – International exchange

Option B of the Honours Programme (see article 4.5) offers high performing and motivated students of Media Studies the opportunity to go on an extracurricular international exchange in the fall semester (term 1 + term 2), following the one-year master programme. The following conditions apply:

1. The following minimum requirements for an exchange apply.

At the time of application and selection for exchange:

- a. Students should have passed all term 1 courses (15 credits);
- b. Students' average grade for the courses in term 1 should be at least 7.0;

At the time of application to the exchange university:

- c. Students' thesis proposal has received a Pass

At the time of departure for exchange:

- d. Students have passed all master courses, including the Master Thesis (60 credits);
 - e. Students' average grade for the courses is at least 7.0;
 - f. Students have presented a motivated coursework overview for their study abroad period which has to be approved by the Examination Board before they leave.
 - g. Students have submitted proof of their proficiency in the language of the foreign host institution (at B2 level or higher).
2. In addition to the transcript from the foreign host university, students will receive an Honours certificate stating that they completed an exchange abroad as an extra-curricular addition to their master's programme (see also Article 8.4.3) in.
 3. Available places at each partner university will be limited: selection will be based on performance, motivation as well as the completed application package.

Article 4.7 – Master Thesis

1. The Master Thesis is the product of independent research carried out by an individual student and will be assessed on an individual basis (cf. article 5.4.4).
2. The supervision, submission and assessment of the Master Thesis is subject to the guidelines, procedures, timetables and criteria as stipulated in the course guides for the Master Class and Master Thesis and on the degree programme's website (cf. article 5.3.7)

SECTION 5 - ASSESSMENT

Article 5.1 – General

1. During the degree programme the student will be assessed on academic development to determine whether the student has sufficiently achieved the intended learning outcomes.
2. The course guide specifies the performance the student must meet in order to successfully complete each course as well as the criteria on which the student will be assessed.
3. In the Rules & Guidelines of the Examination Board the procedures concerning assessment are described.
4. The student is personally responsible for accurate and timely registration for the exams he/she needs to sit. When the student registers for an ESHCC course on OSIRIS he/she is automatically registered for the final exam. For resit exams the student will have to register on OSIRIS separately between 25 and 5

working days before the exam date.

For elective courses, students will need to complete the steps for registration as stipulated on the website.

5. If the Examination Board provides the ability to register for a test outside of the regular period registration period, an administration fee with a maximum of €20.00 per exam will be charged.

Article 5.2 – Content of exams

1. An exam always covers the material covered in the corresponding course in the current academic year.
2. The examiner or the Examination Board can make individual arrangements for courses that have been discontinued; such arrangements may be made up to a maximum of 1 year after the academic year in which the course was taught for the last time.

Article 5.3 – Time periods and frequency of exams

1. An opportunity to take an exam and receive a final grade for a course is provided twice per academic year: by a regular exam and a resit.
2. A resit may be offered either directly after the inspection of the evaluated work at the end of the course term or in the summer following the exam period of term 4. The course guide and exam timetable documents which option applies.
3. Notwithstanding the previous paragraphs, intermediate tests or interim exams and assignments are offered only once a year and have no resits.
4. For exams in the form of a final paper, which have been awarded an insufficient grade, the possibility to resit the paper is offered once in the same academic year. The student will be given 15 working days to submit his or her resit paper, starting from when the lecturer sent the student the feedback and grade of the paper, to submit his or her resit paper. For a resit of a paper, students can obtain a maximum grade of 6.0.
5. Papers that are submitted late will not be marked and will not get a (another) resit opportunity.
6. It is not possible to resit papers or essays that have been awarded a pass mark (5.5 or higher). This applies to both individual and group work.
7. The submission and assessment of the Master Thesis is subject to the timetables, guidelines and procedures as stipulated in the course guide for the Master Thesis and on the degree programme's website.

Article 5.4 – Administration of exams

1. Course exams given are either written, oral or otherwise. Assessment occurs in the manner indicated in the course guide and website.
2. At the request of the student and in exceptional circumstances, the Examination Board may allow an exam to be administered in another format than indicated in the course guide and website.
3. At the request of the lecturer and in exceptional circumstances, the Examination Board may allow an examination to be administered in another format or at a different time than indicated in the course guide and website. The decision must be disclosed on the course channel and via e-mail at least five weeks prior to the exam in question.
4. The Master Thesis is the product of independent research carried out by an individual student and must be assessed on an individual basis.
5. The School is responsible for the proper administration of examinations and takes all appropriate measures to ensure this. The Examination Board may delegate this authority to the most appropriate body or person.

Article 5.5 – Oral exams

1. Oral exams are always taken individually and take place at the end of course, when the class meetings have finished.
2. Oral exams are public unless the student objects.
3. An oral exam assessed by one examiner only, will be audio recorded. The Examination Board will archive the audio file for two years after the assessment.

4. Oral presentations are *not* considered oral exams but practical exercises that take place during the class meetings of the course and that can be part of the assessment of the course (c.f. Definitions, below practical).

Article 5.6 – Fraud

1. Fraud is understood to mean: Any acts or omissions of a student aimed at rendering it impossible, either wholly or in part, for the examiner or the Examination Board to make a proper assessment of the student's knowledge, understanding and skills or of the knowledge, understanding and skills of fellow students.
2. The following are in any case considered as fraud:
 - a. to appropriate the questions or assignments of an exam before the date or time on which the exam is scheduled;
 - b. to pose as someone else during the exam or to have themselves represented by someone else at the exam;
 - c. to consult or have within reach books, workbooks, notes or other sources of information of which the use is not explicitly permitted during the exam;
 - d. to consult information and/or communication technology of which the use is not explicitly permitted during the exam;
 - e. to use a mobile telephone during the exam. Mobile telephones should be switched off and out of reach during the whole exam. A mobile telephone should therefore not be carried in case of a visit to the toilet during the exam;
 - f. to consult with the exams of other students during the exam or to exchange information in any way whatsoever either inside or outside of the exam room. Providing others the opportunity to commit fraud will also be rebuked as fraud;
 - g. to amend already handed in exams during the inspection afterwards;
 - h. to commit (self)plagiarism, in this context also understood to mean to copy from someone else's work an extract larger than a couple of words literally or translated for the purpose of a paper, thesis or any other form of text being part of the teaching without indicating this by means of quotation marks or another univocal typographic means, and without including bibliographically traceable and correct acknowledgements;
3. For online proctored exams or take-home exams, the following activities are also considered fraud:
 - a. use of someone else's ID or student card;
 - b. use or attempted use of unpermitted sources and resources, such as internet, mobile phone.
 - c. the student is no longer in sight of the webcam and/or has switched off the microphone, while taking the exam, insofar this takes place outside the (possible) authorized breaks.
 - d. (attempted) technical modifications that undermine the proctor system;
 - e. reaching out – through any means – to fellow students during the exam;
 - f. handing in the exam after the stipulated deadline.
4. Depending on the gravity of the committed fraud, including repeated fraud, the Examination Board can impose sanctions on the student, including in any case the following:
 - a. reprimand;
 - b. nullification of the assignment, paper or thesis concerned;
 - c. nullification of the exam concerned;
 - d. exclusion from the exam concerned for a period of one year at most;
 - e. exclusion from one or more exam rounds;
 - f. exclusion from handing in the thesis for a period of one year at most
 - g. a combination of the above measures;
 - h. proposal to the Executive Board to definitively end the registration for the program concerned.
5. If fraud or plagiarism is detected in a group assignment, all members of the group will be held accountable. Every member of the group is required to show evidence that proves their innocence.
6. Before the Examination Board decides upon a case of fraud, it will investigate the state of affairs.

7. The Examination Board is authorized to declare test results invalid in case irregularities prove to have occurred during an exam that make it impossible to consider the exam results as a valid and reliable indicator of students' skills.

SECTION 6 – EXAM RESULTS

Article 6.1 – Establishing and announcing exam results

1. The examiner will assign a mark immediately following an oral exam and present the student with written proof of the mark (results sheet).
2. The examiner will mark a written exam within 15 working days after the day on which the exam is administered, and will record the grade in OSIRIS, the university student administration system. In exceptional cases, the Examination Board may allow deviations from this time period.
3. The examiner will establish the results of interim exams as soon as possible but ultimately before the final examination for that course.
4. The Examination Board checks whether the terms referred to in the previous paragraphs are maintained.
5. The Student Administration Office that handles exams for the Erasmus School of History, Culture and Communication is responsible for recording the exam and for issuing the diploma.

Article 6.2 – Grading

All exams are graded either on a scale from 0 to 10 points (with 0 being the lowest possible result, a 5.5 or higher a passing grade, and 10 as the highest possible grade), or on a Pass/Fail basis. Numerical grades may have one decimal.

Article 6.3 – Validity

1. The validity period of passed examination components - including components taken elsewhere that are approved as part of the examination programme - and granted exemptions is unlimited. The Examination Board can restrict the validity period following the Programme Director's proposal if, in its opinion, the knowledge, insight and skills assessed by the exam component in question are obsolete.
2. Regarding an examination component of which the validity period has expired, the Examination Board can indicate a replacement examination component or require a student to take an additional or replacement examination before allowing the student to sit the examination.
3. If an examination component is tested using more than one test, the validity period of the interim tests for which no study points are awarded is restricted to one academic year unless otherwise determined pursuant to these regulations.

Article 6.4 – Right of inspection

1. For a period of 20 working days following publication of the mark for a written or digital test, the student will upon request be given the opportunity to inspect his/her work and discuss the results with the examiner if he/she so desires.
2. During the period specified in the first paragraph, any student can be informed of the questions and assignments of the exam in question, as well as the standards against which the assessment was conducted.
3. The Examination Board or the examiner can decide that the inspection of the exam and assessment standards or the discussion of the results must take place at a set time and place. If the person in question can demonstrate that forces beyond his/her control will keep or kept him/her from being present at the set time and place, he/she will be offered an alternative opportunity, within the period referred to in paragraph 1 if possible.
4. The Examination Board may accept deviations from the provisions in the first, second and third sections.

SECTION 7 – EXEMPTIONS

Article 7.1 – Substitution of courses

1. No exemptions are granted for courses in the master degree programme. However, on a student's substantiated request to the Examination Board, in consultation with the Programme Director and/or the primarily responsible lecturer, permission may be granted to substitute a course within the master with another course (possibly of another master programme) that is closely related to the examination programme.
2. A request for the substitution of a course needs to be submitted to the Examination Board (via OSIRIS Student) at least eight weeks before the start of the relevant course.

SECTION 8 – MASTER'S EXAMINATION

Article 8.1 – Master's examination

1. The Examination Board shall determine the results of the master's examination and shall award a degree certificate as referred to in Art. 8.4 once the student has met the requirements of the degree programme.
2. Prior to determining the results of the master's examination, the Examination Board may examine the knowledge of the student with regard to one or more sections or aspects of the degree programme, if and insofar as the results of the relevant tests give grounds to do so.
3. The examination date is determined as the day on which the Board determines that the student has successfully completed the final examination.
4. A condition of passing the master's examination and the issue of the certificate is that the student was registered for the degree programme in the period in which the exams were taken.

Article 8.2 – Judicium cum laude

The judicium 'cum laude' is conferred to the master's examination if the weighted grade average of all the results achieved in the degree programme is 8.25 or higher.

1. The weighted average grade for the master programme is based on the results for all courses for which a final grade is established and the grade for the Master Thesis.
2. The Master Class (2 credits) does not count towards the weighted average as it is assessed on a Pass/Fail basis.
3. All results are weighted according to their assigned credits. This implies that the Master Thesis (18 credits) accounts for about 30%, and the courses (40 credits in total) account for about 70% of the weighted average.

Article 8.3 – Degree

1. Students who have successfully completed the master's examination are granted the title Master of Arts (MA) in Media Studies.
2. The academic title thus conferred will be specified on the master diploma.

Article 8.4 – Master degree certificate

1. The Examination Board shall award a degree certificate as proof that the final examination has been successfully completed. One degree certificate per degree programme shall be awarded, even if the student completes more specialisation programmes within a degree programme.
2. The Examination Board shall include a transcript of records and the Diploma Supplement with this certificate, to provide (international) insight into the nature and content of the degree programme completed.
3. If an honours programme, as referred to in art. 4.5 and 4.6, is successfully completed, a separate certificate stating this shall be awarded.

SECTION 9 – PRE-MASTER PROGRAMME

Article 9.1 – Pre-master programme

1. A collective pre-master programme Media Studies has been established for graduates of related university and higher vocational school programmes, which consists of a curriculum to eliminate deficiencies before admission to the master programme. According to Dutch law a pre-master programme may consist of 30-70 credits. The pre-master programmes Media Studies consist of 45 credits.
2. On completion of a pre-master programme the student acquires a certificate of admission to the relevant master programme but not a bachelor's degree.
3. A student of the pre-master programme only acquires a certificate of admission to the relevant master programme if the pre-master programme has been successfully completed within the time frame of two academic years after first enrolment in the programme.
4. The pre-master certificate of admission to the relevant master programme is, upon obtaining the certificate, valid for the subsequent two academic years only.
5. The content of the pre-master programmes in preparation for the specialisation programmes of the degree programme are noted in Appendix 2.
6. The student can only start with writing his or her Premaster Research Paper after having passed the Premaster Research Project (proposal stage).
7. The submission and assessment of the Premaster Research Paper is subject to the timetables, guidelines and procedures as stipulated in the course guide for the Premaster Research Paper and Premaster Research Project (proposal stage) and on the degree programme's website.
8. The Teaching and Examination Regulations of the degree programme also apply to the pre-master programmes, unless stated otherwise.
9. With respect to resits the following rules apply:
 - a) The number of resit exams that a premaster student is allowed to take is limited to three courses per academic year. This rule only applies to written examinations.
 - b) For interim assessments and exams in the form of a final paper the resit rules stated in Article 5.3 apply.

Article 9.2 – Admission to pre-master programme

1. A Dutch HBO degree with a good overall result, or an equivalent higher vocational qualification from an international institution in the field of media and communication.
2. A academic bachelor degree from a recognized Dutch university or an equivalent international institution which does not give direct access to the master programme because the curriculum of prior bachelor degree did not include sufficient training in media and communication and/or social scientific research methods.
3. A sound motivation for undertaking the specific (pre-) master programme, as substantiated by a motivation letter.
4. A GPA of at least 6.5 according to the Dutch grading system which uses a scale of 1-10.
5. For the three English language specialisation programmes: A clear international orientation, as evidenced by CV and motivation letter.
6. For students with a Dutch HBO diploma: A sufficient result (5.5 or higher) on the admission test.
7. Sufficient language proficiency.
 - a) For all pre-master programmes: sufficient mastery of the English language. For the specific requirements, cf. Art 3.3 and the website.
 - b) For the Dutch language pre-master programme Media and Journalistiek: sufficient mastery of the Dutch language. For the specific requirements, cf. Art 3.3 and the website).

Article 9.3 – (Transfer) Minor Media Studies

1. Fourth year students from the Rotterdam University of Applied Sciences, study programme Communication, can follow a minor of 30 EC in the Premaster Media Studies (term 1 and term 2).

2. Students who successfully complete this Minor without resits are offered the opportunity to continue with the Transfer Minor Media Studies (15 EC).
3. Students who successfully complete the Transfer Minor can start with the corresponding Master Programme in Media Studies in the following academic year.
4. Results of the Minor Media Studies are valid for two academic years.
5. The admission requirements for the Minor Media Studies are as follows:
 - a) Study progress: students have successfully completed all their courses at the University of Applied Sciences at the time of the application (until term 3 of year 3, 159 EC)
 - b) A GPA of at least 7.5 according to the Dutch grading system which uses a scale of 1-10.
 - c) Sufficient mastery of the English language. For the specific requirements, cf. Article 3.3 and the programme website)
 - d) A sound motivation for undertaking the Minor Media Studies as substantiated by a motivation letter.
 - e) A sufficient result (5.5 or higher) on the admission test.

SECTION 10 - STUDY PROGRESS AND STUDENT COUNSELLING

Article 10.1 – Study progress

1. A student can download a study progress overview via Osiris student. If a certified copy is required, it can be requested from the Study Progress and Certification (SV&D) team
2. The course is viewed as a single unit for the purposes of determining study progress.
3. The relevant credits are awarded when the student has achieved a passing mark on a course or has been granted an exemption.
4. Credits are only awarded once for each course that a student passes, on the date at which the requirements for that course are completed.

Article 10.2 – Student counselling

1. The degree programme provides the introduction and student counselling to students registered for the programme, partly for the benefit of their orientation for potential study paths in and outside the programme.
2. The student counselling consists of:
 - An introduction in the first week of the academic year.
 - Group and individual counselling on potential study paths in and outside the programme, partly with a view to the career opportunities after the degree programme.
 - Group and individual counselling about study skills, study planning and the choice of follow-up courses.
 - The provision of referral and assistance to students experiencing difficulties during their studies.

Article 10.3 – Studying with a functional impairment

1. Students with a disability or a chronic illness are offered the opportunity to adapt their study, as far as is reasonably possible, to the restrictions determined by the disability or chronic illness. These adaptations will be aligned as far as possible to the student's individual functional impairment, but may not affect the course or the examination programme's quality or degree of difficulty.
2. Students should consult the student advisor and then submit a request to the Examination Board, accompanied by a statement from an authorised agency or specialist. In case of dyslexia, the [EUR Dyslexia Protocol](#) applies.

SECTION 11 – TRANSITIONAL AND FINAL PROVISIONS

Article 11.1 – Hardship clause

In exceptional individual circumstances, in which application of one or more of the provisions set out in these regulations leads to evidently unreasonable and/or unfair situations with regard to a student, the Examination Board may depart from the said provision(s) in favor of the student.

Article 11.2 – Right of appeal

Any decision taken by the Examination Board, including a refusal to make a decision, can be appealed to with the Examination Appeals Board (CBE) on the grounds of a conflict with the written and unwritten rules. This includes appeals regarding examination results.

Article 11.3 – Complaint procedure

In case of complaints, students are requested to follow the standing complaint procedure, which is published on the programme website.

Article 11.4 – Amendments

1. Amendments to these regulations will be drawn up by the Dean, in a separate resolution, after approval of the Faculty Council and Programme Committee, where the Act so requires.
2. No amendments pertaining to the current academic year will take place, unless the interests of the students remain reasonably unharmed.
3. No amendment may take place which disadvantages a student by influencing a prior decision regarding the student taken by the examination board in accordance with these regulations.
4. On the recommendation of the Examination Board, in case of major amendments to the programme curriculum, the Dean will adopt a transitional regulation before 1st September of the related academic year. These regulations will be included in an outline in the Teaching and Examination Regulation.

Article 11.5 – Announcement

The Dean is responsible for an appropriate announcement of these regulations, of the Rules & Guidelines established by the Examination Board, and of amendments to these documents.

Article 11.6 – Adoption and implementation

These regulations are adopted by the Dean after receiving the approval of the Faculty Council and Programme Committee, where such approval is required by law, and enter into effect on 1 September 2020.

APPENDIX 1 – Master programme overview

Master programme in Media Studies 2020-2021

The specialisation programmes comprise the following courses with the mentioned workload in credits:

Programma Media & Journalistiek¹

Seminars		20 credits
▪ CM4400 - Journalistiek en Media	5 credits	
▪ CM4401 - Beeldvorming en Media	5 credits	
▪ CM4409 - Digitalisering en Netwerksamenleving	5 credits	
▪ CM4502 - Media en Ondernemerschap	5 credits	
Methodische vakken		10 credits
▪ CM4402 - Methoden van Media Onderzoek I	5 credits	
▪ CM4550 - Methoden van Media Onderzoek II*	5 credits	
CM4403 - Workshop Journalistiek		5 credits
Research Workshop		5 credits
<i>De student kiest een van de volgende research workshops (met voorbehoud):</i>		
▪ CM4452 - Politieke Communicatie	5 credits	
▪ CM4454 - Framing en Impact van Nieuws	5 credits	
CM4500 - Master Class		2 credits
CM5000 - Master Thesis		18 credits
Totaal		60 credits

¹ Prior to term 1: Intensive Methods Course.
Courses marked with an * are (partly) offered in English.

Programme Media & Business²

Seminars **20 credits**

- CM4101 - Media and Business Transformations 5 credits
- CM4102 - Corporate Management with Social Media **OR**
 CM4103 - Media Economics and Media Management 5 credits
- CM4105 - Strategic Mass Communication **OR** 5 credits
 CM4120 - Corporate Social Responsibility Communication **OR**
 CM4106 - Participating Customers **OR**
 CM4115 - New Media Marketing and Advertising
- CM4112 –Social Media Campaigns **OR** 5 credits
 CM4109 - Entrepreneurship in Media and Business **OR**
 CM4110 - Leadership Communication: Strategies and Trends

Method courses **10 credits**

- CM4100 - Methods of Media Research I 5 credits
- CM4550 - Methods of Media Research II 5 credits

CM4104 - Workshop Digital Research Methods **5 credits**

Research Workshop **5 credits**

Students choose one of the following M&B research workshops (with a proviso):

- CM4159 - Culture, New Media and International Business 5 credits
- CM4152 - Brands, Media and Identity 5 credits
- CM4154 - Global Advertising 5 credits
- CM4157 - Corporate Reputation Management 5 credits
- CM4158 - Advertising, Gender and the Body 5 credits

CM4500 - Master Class **2 credits**

CM5000 - Master Thesis **18 credits**

Total **60 credits**

² Prior to term 1: Intensive Methods Course.

Programme Media & Creative Industries³

Seminars		25 credits
▪ CM4301 - Management of Media and Creative Industries	5 credits	
▪ CM4302 - Audience Engagement	5 credits	
▪ CM4305 - Globalization and Media Industries	5 credits	
▪ CM4503 - Media Entrepreneurship	5 credits	
▪ CM4307 - Marketing Media and Entertainment OR CM4501 - Creative Labour OR CM4491 - Media Policies and Markets	5 credits	
Method courses		10 credits
▪ CM4303 - Methods of Media Research I	5 credits	
▪ CM4550 - Methods of Media Research II	5 credits	
Research Workshop		5 credits
<i>Students choose one of the following MCI research workshops (with a proviso):</i>		
▪ CM4353 - Innovation in the Creative Industries	5 credits	
▪ CM4356 – Production Cultures in the Streaming Industries	5 credits	
▪ CM4352 - Social Media Use	5 credits	
▪ CM4354 - Culture Online	5 credits	
▪ CM4351 - Television Audiences	5 credits	
CM4500 - Master Class		2 credits
CM5000 - Master Thesis		18 credits
Total		60 credits

³ Prior to term 1: Intensive Methods Course.

Programme Media, Culture & Society⁴

Seminars		25 credits
▪ CM4201 - Media, Culture and Globalization	5 credits	
▪ CM4202 - Media and Socio-Cultural Change	5 credits	
▪ CM4205 - Participating Audiences OR	5 credits	
CM4210 - Digital Media and Cultural Identities	5 credits	
▪ CM4493 - New Media, Politics and Campaigns	5 credits	
▪ CM4307 - Marketing Media and Entertainment OR	5 credits	
CM4501 - Creative Labour OR		
CM4491 - Media Policies and Markets		
Method courses		10 credits
- CM4203 - Methods of Media Research I	5 credits	
- CM4550 - Methods of Media Research II	5 credits	
Research Workshop		5 credits
<i>Students choose one of the following research workshops (with a proviso)</i>		
▪ CM4254 - Media and Migration	5 credits	
▪ CM4252 - Surveillance, Visibility and Reputation	5 credits	
▪ CM4351 - Television Audiences	5 credits	
CM4500 - Master Class		2 credits
CM5000 - Master Thesis		18 credits
Total		60 credits

⁴ Prior to term 1: Intensive Methods Course

APPENDIX 2 – Pre-master programme overview

Pre-master programme Media & Journalistiek

- CM0004 Media and Communication Theory	5 credits
- CM1002 Introduction to Social Science Research	5 credits
- CM1003 Academic Skills	5 credits
- CM1005 Introduction to Statistical Analysis	5 credits
- CM2006 Qualitative Methods in Media and Communication	5 credits
- CM1008 Media Systems in Comparative Perspective	5 credits
- CM0060 Premaster Research Project (Proposal stage)	5 credits
- CM0065 Premaster Research Paper	10 credits

Total **45 credits**

Pre-master programme Media & Business

- CM0004 Media and Communication Theory	5 credits
- CM1002 Introduction to Social Science Research	5 credits
- CM1003 Academic Skills	5 credits
- CM1005 Introduction to Statistical Analysis	5 credits
- CM2006 Qualitative Methods in Media and Communication	5 credits
- CM1014 Communication and Organizations	5 credits
- CM0060 Premaster Research Project (Proposal stage)	5 credits
- CM0065 Premaster Research Paper	10 credits

Total **45 credits**

Pre-master programme Media & Creative Industries

- CM0004 Media and Communication Theory	5 credits
- CM1002 Introduction to Social Science Research	5 credits
- CM1003 Academic Skills	5 credits
- CM1005 Introduction to Statistical Analysis	5 credits
- CM2006 Qualitative Methods in Media and Communication	5 credits
- CM1008 Media Systems in Comparative Perspective	5 credits
- CM0060 Premaster Research Project (Proposal stage)	5 credits
- CM0065 Premaster Research Paper	10 credits

Total **45 credits**

Pre-master programme Media, Culture & Society

- CM0004 Media and Communication Theory	5 credits
- CM1002 Introduction to Social Science Research	5 credits
- CM1003 Academic Skills	5 credits
- CM1005 Introduction to Statistical Analysis	5 credits
- CM2006 Qualitative Methods in Media and Communication	5 credits
- CM1009 Communication as a Social Force	5 credits
- CM0060 Premaster Research Project (Proposal stage)	5 credits
- CM0065 Premaster Research Paper	10 credits

Total **45 credits**

APPENDIX 3 - Soft transition Bachelor to Master 2020-2021

Students who, due to COVID-19, are delayed in the final phase of their bachelor's, pre-master's or vocational college⁵ programme in 2019-2020, and who meet the programme-specific preconditions, may be admitted to the (pre-)master's programme as of 1 September 2020 anyway based on 'conditional admission'. They are allowed to start their EUR master's programme while concurrently working towards obtaining their final credits in the context of their bachelor's degree. This possibility is referred to as a soft transition from BA to MA (or pre-MA to MA). Whether the ESHCC can grant those with deficiencies in their previous education access to the MA programmes under the current conditions, is considered for each prospect individually. There are, however, a few general guidelines and requirements to decide to whom this exceptional arrangement may apply. These are the following:

1. There is a maximum to the amount of study delay up to which students are eligible for a soft transition. This maximum differs for students coming from different types of programs. The following rules are applied:
 - a. The amount of missing credits should not exceed 18 EC in case of a 180 EC BA-program
 - b. The amount of missing credits should not exceed 18 EC in case of a 240 EC vocational college programme (in Dutch: HBO)
 - c. The amount of missing credits should not exceed 10 EC of any pre-master programme offered by ESHCC.
2. In addition to the requirements listed under 1, the admissions committee will also take into consideration the feasibility of graduating in time from the BA (or pre-master) programme that is formally required for entering one of our MA programmes. Thus, it is taken into consideration which course elements still need to be finalized, when re-sits for failed course elements will be planned, or how well students have done in terms of GPA and related indicators of study success. This allows ESHCC to assess the probability that students will be able to successfully combine elements of two programmes and receive their BA diploma, or other required credentials, in time.
3. The BA thesis should be obtained before students start writing the MA thesis (January 1, 2021). Only planned re-sits for other courses can give students an extension of this deadline to August 31, 2021 at the latest.
4. Admission to any MA programme under these special circumstances is always conditional until a student has received the BA diploma, upon which enrolment will be changed into unconditional.
5. It is not possible to receive a MA diploma without having first obtained a BA diploma.

⁵ In Dutch: HBO programme.

APPENDIX 4 - Adjustments in education

EUR guarantees that students can pursue their education in 2020-2021. However, at least part of that education will take place online as long as COVID-19 safety measures are in order. Students will, however, be required to participate in online education the same as they are in on-campus education. This entails the following:

- Exams will (also) be offered online, either in online proctored mode or as take-home exam. This will be the case at least for teaching terms 1 and 2.
- Students lacking facilities to take part in online exams from home, can request to take their exam at EUR. On campus, limited facilities are available for this purpose.
- Students who are unable or unwilling to take online exams, either from home or from campus, will have to wait until regular examinations can be scheduled on campus again.
- Attendance at seminars, practicals, workshops, and tutorial groups is mandatory, also if they take place online. The same rules that hold for on-campus education apply, so a maximum of two online seminars or tutorials per course can be missed.
- Students are required to adhere to the requirements, guidelines and procedures regarding attendance and participation as stipulated in the course guide of each course.